

Wiggin Memorial Library Stratham, NH

Minutes of the Board of Trustees Meeting

Monday, March 12, 2018

A regularly scheduled meeting of the Board of Trustees took place on Monday, March 12, 2018, at Wiggin Memorial Library. The meeting was called to order at 6:36 p.m. by Trustee and Chair Lee Beauregard. The following people were also in attendance: Trustee Steve Simons, Trustee Penny O'Sullivan, Trustee and Treasurer Connie Aubin-Adams, Trustee and Secretary Kate Kim, Alternate Trustee Nate Clinard, and Library Director Lesley Kimball. Guests included Victoria Su and Geri Lakey Denton.

- I. Guests and Welcomes and Announcements: Introductions were held for the guests.
- II. Action Items
 - a) Approve February Minutes (<http://www.strathamnh.gov/node/643/minutes>): Steve Simons moved to accept the January minutes after one typographical error is amended. Kate Kim seconded the motion. The motion was approved unanimously.
 - b) Approve Donations Received: The library took in donations that will be approved at the next meeting.
- III. Old Business
 - a) Voter Information Night: The new format of the evening was a success. Taping the evening and getting the videos uploaded to YouTube was very helpful and the feedback from the community was overwhelmingly positive.
 - b) Town Meeting: March 16, 2018
- IV. New Business
 - a) IMLS National Medal: Finalist in the country for this prestigious award. Please share on social media and use #IMLSMedals #ShareYourStory.
 - b) IT Discussion: Paul Wolf is retiring in April and this is significant because the transition to a new contractor may not be as smooth as hoped for due to the complicated systems surrounding the library (fire, police, town offices) as well as the different ages of the hardware used. There have also been two large issues with Windows updates recently. Technology budget money will be spent at an attempt to bring the machines back online and get productivity up.
 - c) Library Staffing: Impact on payroll budgeting for 2018, consideration needs to be given to finding extra support during this time of decreased productivity due to staff absences.
- V. Reports
 - a) Treasurer's Report:
 - a. There is no report to review this month.
 - b) Fundraising Report:

- a. There is no report to review this month.
 - b. Book Sale: April 6-7, 2018 and a discussion was held about logistics and organization.
 - c. TD Bank Affinity Program: an easy source of money for the library, a monthly check-in is required to keep track of how many accounts participate. Connie Aubin-Adams will type up a summary to pass on.
 - d. Sweet Grass: another fundraiser that is held annually. Penny O'Sullivan will type up a summary to pass on.
- c) Director's Report:
- a. There was no director's report to review.
- VI. Executive Session (Non-public session - if required): The board went into executive session at 7:34pm and came out at 7:54pm.
Connie Aubin-Adams made a motion to approve the 2018 pay rates as discussed in the executive session. Steve Simons seconded the motion and it was approved unanimously.
- VII. Next Meeting: Monday, April 9, 2018 at 6:30 p.m.
- VIII. Adjournment: Connie Aubin-Adams moved to adjourn the meeting. Penny O'Sullivan seconded the motion and the motion was approved unanimously. The meeting adjourned at 7:57 p.m.