

# ***Wiggin Memorial Library- Stratham NH***

## **Minutes of the Board of Trustees Meeting**

**Monday December 19, 2016**

A regularly scheduled meeting of the Board of Trustees took place on Monday, December 19, 2016, at Wiggin Memorial Library. The meeting was called to order at 6:35 p.m. by Trustee and Chair Lee Beauregard. The following people were also in attendance: Trustee and Treasurer Connie Aubin-Adams, Trustee Penny O'Sullivan, Trustee Terry Reardon Pollini, Trustee and Secretary Steve Simons, and Library Director Lesley Kimball. Alternate Trustee Kate Kim arrived at 7:06 p.m. and left at 8:10 p.m. Not in attendance were Alternate Trustees John Dozet and Nate Clinard.

### **I. Guests and Welcomes and Announcements**

Adam Shlager was a guest.

### **II. Action Items**

- a) Approve November Minutes: The November minutes were discussed. Penny O'Sullivan moved to accept the minutes as written. Terry Reardon Pollini seconded the motion. The motion was approved unanimously.
- b) Approve Donations Received: Penny O'Sullivan moved to accept a total of \$12,710.00 received, contingent upon the \$10,000.00 donation being published. Connie Aubin-Adams seconded. The motion was approved unanimously.

### **III. Old Business**

- a) 2017 Budget Presentation: The 2017 budget was discussed and guest Adam Shlager advised the Board regarding its January 9, 2017 presentation to the Board of Selectmen.
- b) Review Job Descriptions – Lesley Kimball will incorporate revisions to all job descriptions and will distribute them to the Board. They will be presented at the January meeting for final approval.

### **IV. New Business**

Board election information (1 seat): Terry Reardon Pollini will not run for reelection. Lesley Kimball will present possible candidates at the January meeting.

### **V. Reports**

- a) Treasurer's Report: The report was presented and discussed. It included a list of year-end encumbrances.
- b) Director's Report: The report was presented and discussed. Highlights included the Town website, which is up and running and is greatly improved. The Children's

Room renovation is nearly complete. It makes the room brighter, appear larger, and is very pleasing. A proposal was suggested to offer Assistant Director Tricia Ryden a length of service stipend. Connie Aubin- Adams moved and Penny O'Sullivan seconded to present Ms. Ryden a \$250.00 stipend for her 10 years of service.

VI. Executive Session: A non-public session was not required.

VII. Next Meeting: Tuesday, January 10, 2017, 6:30 p.m.

There will be a Special Meeting with the Board of Selectmen on Monday, January 9, 2017, 7:00 p.m.

VIII. Adjournment: Penny O'Sullivan moved to adjourn the meeting. Steve Simons seconded the motion and the meeting adjourned at 8:20 p.m.