

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

### **Minutes of the Board of Trustees Meeting Tuesday, January 12, 2016**

A regularly scheduled meeting of the Board of Trustees took place Tuesday, January 12, 2016, at the Wiggin Memorial Library. The meeting was called to order at 6:45 p.m. The following persons were in attendance: Trustee and Chairperson Lee Beauregard, Trustee and Secretary Vicki Marbacher, Trustee Penny O'Sullivan and Library Director Lesley Kimball. Not in attendance were Trustee Terry Reardon Pollini, Alternate Trustee Steve Simons, Alternate Trustee John Dozet, and Alternate Trustee Allison Knab. Trustee and Treasurer Connie Aubin-Adams arrived after the meeting was called to order.

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

There were no announcements.

#### **II. Action Items**

- a) Approve December Minutes: Penny O'Sullivan moved to accept the minutes. Vicki Marbacher seconded the motion. All were in favor.
- b) Approve Donations Received: Lesley Kimball reported that there were donations totaling \$580.00 of operating gifts, \$1850.00 of the Annual Appeal, and \$1000.00 for the Children's Room Redesign. Vicki Marbacher moved to accept all the donations. Penny O'Sullivan seconded the motion. All were in favor.
- c) Request to reschedule April meeting: Lesley Kimball noted that there is a program conflict and she will be returning from a library conference that day. Lesley will email board members with alternative dates.

#### **III. Old Business**

- a) 2016 Budget: Lesley Kimball will prepare materials to present to the Board of Selectmen and the Budget Committee. The board discussed the salary amounts to be presented.
- b) Schedule calibration discussion – Director Appraisal: Connie Aubin-Adams recapped the presentation about the appraisal process. The board agreed that it will have a calibration discussion and meet in the fall to discuss the Director Appraisal.
- c) Strategic Plan: Penny O'Sullivan inquired about the item that was not corrected in the plan. Lesley Kimball could not remember what the issue was and no one has noticed it.

#### **IV. New Business**

- a) Board Members / Open Positions: Lesley Kimball advised the board that the filing period is January 20-29. Penny O'Sullivan stated that she will run again. Vicki Marbacher stated that she will not run for Trustee in March. Possible alternates were discussed.

#### **V. Reports**

- a) Treasurer's Report: The report was not available. Lesley Kimball will compile a year end report as well as a January report and email it. Lesley also reported that we have not yet received our money from the Trust Fund. Lesley noted that the Friends of the Library made \$590.00 from their 2 fundraisers at Margaritas.
- b) Fundraising Report:
  - a. Annual Appeal: Lesley Kimball said that the Annual Appeal had a gross total of over \$6000.00.
  - b. 2016 Calendar: The calendar is not set. Lesley Kimball suggested that a raffle has not been done in a number of years.

c) Director's Report: The report was reviewed and accepted.

VI. Executive Session:

No executive session was required.

VII. Next Meeting will be February 16, 2016, at 6:30 p.m.

VIII. Adjournment: Vicki Marbacher moved to adjourn the meeting. Connie Aubin-Adams seconded the motion. The meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Vicki Marbacher  
Trustee and Secretary