

Wiggin Memorial Library- Stratham NH

Minutes of the Board of Trustees Meeting

Tuesday July 12, 2016

Approved with amendments 8/9/2016

A regularly scheduled meeting of the Board of Trustees took place on Tuesday, July 12, 2016, at Wiggin Memorial Library. The meeting was called to order at 6:40 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, Alternate Trustee Nate Clinard, Alternate Trustee Kate Kim, and Library Director Lesley Kimball. Not in attendance was Alternate Trustee John Dozet.

I. Guests and Welcomes and Announcements

There were no guests.

II. Action Items

- a) **Approve June Minutes:** The minutes were reviewed and the language was corrected to read:

1. The Library is now on Instagram at @wigginlib.
2. There were no donations approved in May.

Steve Simons moved to approve the minutes as amended. Penny O'Sullivan seconded the motion. The motion was approved unanimously.

- b) **Approve Donations Received:** May and June donations totaled \$2,295.00 for operating gifts and \$500.00 for fundraising. Connie Aubin-Adams moved to accept the donations. Penny O'Sullivan seconded the motion. The motion was approved unanimously.

III. Old Business

- a) **300th Anniversary Parade - Float:** The parade is scheduled from 2:00 p.m. to 4:00 p.m. on September 25, 2016. Lengthy discussion was held, but plans cannot be completed until the parade details are finalized.
- b) **Staff Appreciation Party: 9/11/16:** There is nothing new to report.

IV. New Business

Policy for Responding to Law Enforcement and Procedures for Responding to Law Enforcement: Copies of the documents were distributed and discussion followed. The Board will review and further discuss and possibly approve the documents at the August meeting.

V. Reports

- a) **Treasurer's Report:** Expenses are on track. The 2015 Trust income of \$6,752.00 was received.
- b) **Fundraising Report**
1. **TD Bank Affinity Program update:** There is no new information. There will be a further update in August.

2. Sweetgrass Fundraiser: Sales will be centered around the October 14 book sale.
- c) Director's Report: The report was presented with the following highlights:
 1. Items from the Town time capsule are in the Library display case.
 2. The new Library app is running and was demonstrated by Lesley Kimball.
 3. The Library will have a table at the Seacoast Community Marketplace at Scamman Farm on Saturday, July 16.
 4. The Historical Society has given the Library a \$1,500.00 grant to digitize their materials.

VI. Executive Session: An executive session was not required.

VII. Next Meeting: Tuesday, August 9, 2016, 6:30 p.m.

VIII. Adjournment

Steve Simons moved to adjourn the meeting. Connie Aubin-Adams seconded the motion and the meeting adjourned at 8:18 p.m.

Respectfully submitted,

Steve Simons
Secretary and Trustee