

Wiggin Memorial Library- Stratham NH

Minutes of the Board of Trustees Meeting Tuesday August 9, 2016

A regularly scheduled meeting of the Board of Trustees took place on Tuesday, August 9, 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, Alternate Trustee Nate Clinard, Alternate Trustee John Dozet, and Library Director Lesley Kimball. Not in attendance was Alternate Trustee Kate Kim. At 7:52, Connie Aubin-Adams left the meeting and Nate Clinard was designated to replace her.

- I. Guests and Welcomes and Announcements
There were no guests.

- II. Action Items
 - a) Approve July Minutes: The minutes were reviewed and the language was corrected to read:
In the Director's Report:
Item 3 should read: The Library will have a table at the Seacoast Community Marketplace at Scamman Farm.
Item 4 should read: The Historical Society has given the Library a \$1,500.00 grant to digitize their materials.
Steve Simons moved to approve the minutes as amended. Connie Aubin-Adams seconded the motion. The motion was approved unanimously.
 - b) Approve Donations Received: July donations totaled \$1,925.00 for operating gifts, and \$1,363.03 from the TD Bank Affinity Program. 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: Connie Aubin-Adams discussed proposed plans for the parade. Steve Simons moved and Penny O'Sullivan seconded a motion to spend \$246.00 on banners and a maximum of \$500.00 to be spent on the parade.
 - b) Staff Appreciation Party: 9/11/16: A sign-up sheet circulated for Trustees to provide tables, sides, and desserts.
 - c) Review/Discuss Response to Law Enforcement Policy: Several changes were discussed and will be finalized at the September meeting.

- IV. New Business
 - a) FLSA Rules Change: Lesley Kimball discussed the pending FLSA rules changes and complicated ramifications of implementing them. It was agreed to meet with the Selectmen and present the Library's proposal.

- b) Staff Computer Upgrade (CIP \$\$ request): Steve Simons moved and Terry Reardon Pollini seconded a motion to authorize the expenditure of \$9,010.00 from the CIP balance for “Library Computer Replacement.”
- c) Updated Job Descriptions for Review: The descriptions will be distributed by email.

V. Reports

- a) Treasurer’s Report: All budget items are on track. Amazon sales proceeds of \$190.45 were the result of the donation of art books from John Ryden.
- b) Fundraising Report
 - 1. TD Bank Affinity Program update: See above Action Item b.) Approved Donations Received.
 - 2. Sweetgrass Farm Fundraiser: A new disclaimer will be proposed to the Board of Selectmen as follows: “The following partnership is not an endorsement by either party.”
- c) Director’s Report: The report was presented with the following highlights:
 - 1. Work has begun on the new patio.
 - 2. A New England Aquarium pass will be available September 1.
 - 3. The diner booth has been installed in the teen room.

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

VII. Next Meeting: Tuesday, September 13, 2016, 6:30 p.m.

VIII. Adjournment

Steve Simons moved to adjourn the meeting. Penny O’Sullivan seconded the motion and the meeting adjourned at 8:07 p.m.

Respectfully submitted,

Steve Simons
Secretary and Trustee