

Wiggin Memorial Library
Stratham, NH

Minutes of the Board of Trustees Meeting

Monday, October 15, 2018

Present: Library Director Lesley Kimball, Library Trustee and Chair Kate Kim, Library Trustee Joanne Ward, Library Trustee and Secretary Geri Denton, Library Trustee and Treasurer Steve Simons, Library Trustee Alternate John Dozet, Library Trustee Alternate Susan Wilbur, Library Trustee Kathy Bower

I. Call to Order - Kate Kim called the meeting to order at 6:42.

A. Kathy Bower was appointed by Kate Kim as an official voting member for Nate Clinard.

II. Review/Adoption of Minutes

A. Minutes: <http://www.strathamnh.gov/node/643/minutes>. Steve Simons moved to accept the minutes as revised. Joanne Ward seconded the motion. Minutes were approved unanimously.

III. Special Meeting with Board of Selectmen in public session re: CIP request. 7 p.m. start.

a. Lesley announced she will attend the meeting this evening when called upon. Kate will attend also.

IV. Old Business

A. A discussion took place about the Meeting & Display Policy and some changes were discussed. Lesley will make the changes and present a revised version for approval to the Board at the next meeting.

B. The Technology Policy review was deferred until the next Board meeting.

C. A discussion took place about the policies and procedures for closures and some changes were discussed. Lesley will make the changes and present a revised version for approval to the Board at the next meeting.

D. Lesley provided an update on the 2019 budget submission and process and will meet with the Board of Selectman to review.

V. New Business

A. A review took place of the BOT member responsibilities and the work calendar. Geri made a motion to add an item to the regular agenda to review the calendar monthly. Joanne seconded the motion. Motion approved unanimously. Lesley will add to the Old Business section of the agenda moving forward.

B. Geri asked about the status of the Board member who has requested a leave of absence.

C. Joyce Charbonneau entered the meeting and asked if the Library Trustees would be willing to close the library on November 6 for Election Day. Geri made a motion to close the library

on Nov. 6 to accommodate the election; Kathy seconded the motion. The motion was approved unanimously.

VI. Reports

- A. Steve presented the treasurer's report.
- B. Lesley discussed and asked for suggestions to improve the process and logistics of the book sale.

C. Geri provided an update on the Master Plan Steering Committee and reminded everyone that the first Public Session will take place Oct. 16th at 6:30 pm in the Town Municipal Center.

- C. Lesley presented the Director's report that included circulation statistics, usability of collections, strategies for improving turnover rates, Voter Information Night (Oct. 24, 7pm), Public Tech Help, and Fundraising Goals.

VII. The Next Meeting will take place on Monday, November 19, 2018. 6:30 p.m at the Library.

VIII. Adjournment - Steve moved to adjourn. Kathy seconded the motion. Approved unanimously and the meeting was adjourned at 9:01 pm.