

Wiggin Memorial Library- Stratham NH

Minutes of the Board of Trustees Meeting

Tuesday, May 9, 2017

A regularly scheduled meeting of the Board of Trustees took place on Tuesday, May 9, 2017, at Wiggin Memorial Library. The meeting was called to order at 6:32 p.m. by Trustee and Treasurer Connie Aubin-Adams in the absence of Trustee and Chair Lee Beauregard. The following people were also in attendance: Trustee Kate Kim arrived at 6:34, Trustee Penny O'Sullivan, Trustee and Secretary Steve Simons, Alternate Trustee Nate Clinard, Alternate Trustee John Dozet, Alternate Trustee Anna Greenlaw, and Library Director Lesley Kimball.

I. Guests and Welcomes and Announcements

There were no announcements.

II. Action Items

- a) Approve April Minutes: The April minutes were discussed. Penny O'Sullivan moved to accept the minutes as amended to include Anna's presence as an Alternate Trustee. Kate Kim seconded the motion. The motion was approved unanimously.
- b) Approve Donations Received: There were no donations received.

III. Old Business

- a) Trustee Recognition: A letter to Terry Reardon-Pollini has been sent and was much appreciated. The article to local press regarding Trustee service is still pending.
- b) Personnel Policy Review and Update: Steve Simons moved and Kate Kim seconded a motion to approve the policy as amended at the April meeting. The motion was approved unanimously.
- c) Credit Card Policy: Lesley Kimball will provide a policy draft prior to the June meeting.

IV. New Business

- a) Collection Development Policy: Lesley will post a draft for review prior to the June meeting.
- b) Seacoast Community Marketplace: the Marketplace is not the best place to attract library attendees. Suggested alternatives are Pizza Night at the Stratham Park and a Craft Fair.
- c) NHLTA Awards: An application for nominees was circulated and copies will be distributed by email.

d) Ocean State Job Lots Grand Opening: A very large crowd attended and the Library table promoted the book sale.

V. Reports

a) Treasurer's Report: Spending continues to be on budget.

b) Fundraising Report: The timing and scheduling of the Book Sale volunteers was finalized.

c) Director's Report

1) At the NHLA conference most libraries reported their circulation was down while ours, including electronic circulation, remains level.

2) The 1000 Books Before Kindergarten Program is underway and looks to be popular.

VI. Executive Session: At 7:41 p.m. the meeting entered executive session to discuss personnel matters. At 8:03 p.m. the meeting moved out of executive session.

VII. Next Meeting: Tuesday June 13, 2017, at 6:30 p.m.

VIII. Adjournment: Steve Simons moved to adjourn the meeting. Kate Kim seconded the motion and the meeting adjourned at 8:04 p.m.