

Wiggin Memorial Library Stratham, NH

Minutes of the Board of Trustees Meeting Thursday August 17, 2017

A regularly scheduled meeting of the Board of Trustees took place on Thursday, August 17, 2017, at Wiggin Memorial Library. The meeting was called to order at 6:41 p.m. by Trustee and Chair Lee Beauregard. The following people were also in attendance: Trustee Steve Simons, Trustee and Treasurer Connie Aubin-Adams, Trustee and Secretary Kate Kim, Alternate Trustee and Voting Member appointed by the license of the Chair Lee Beauregard Anna Greenlaw, and Library Director Lesley Kimball.

- I. Guests and Welcomes and Announcements: There were no announcements. At 7:50pm Paul Deschaine arrived as a guest.

- II. Action Items
 - a) Approve July Minutes (<http://www.strathamnh.gov/node/643/minutes>) : Steve Simons moved to amend and accept the July minutes. Connie Aubin-Adams seconded the motion. The motion was approved unanimously.
 - b) Approve Donations Received: Donations were discussed: the library received a memorial gift in the amount of \$30, a gift for the Children's Summer Reading program in the amount of \$25, and \$565.50 in fundraising gifts. Steve Simons made a motion to accept donations. Connie Aubin-Adams seconded the motion. The motion was approved unanimously.

- III. Old Business
 - a) Staff Appreciation: Planning continued for the Luncheon on September 17, 2017.
 - b) Strategic Plan was presented to Board of Selectmen on 8/14 by Lesley Kimball.

- IV. New Business
 - a) An updated directory for the Board of Trustees was circulated to record current contact information.
 - b)

- V. Reports
 - a) Treasurer's Report:
 - a. Budgetary spending on plan. QuickBooks transition continues to go well and accounts have been reorganized for convenience.
 - b. Copier Lease Payment procedures: the Konica bill was transitioned to monthly electronic payments.
 - b) Fundraising Report:
 - a. Affinity/TD Bank -- new promotional materials have been created and a new goal has been set to reach 75 members by year end.

- b. Fall Book Sale Date: 10/13-14
 - c) Director's Report: This report included the Quarterly Strategic Updates and a conversation about format and information included was held.

- VI. Executive Session (Non-public session - if required): No executive session was held.

- VII. Next Meeting: Tuesday, September 12, 2017

- VIII. Adjournment: Steve Simons moved to adjourn the meeting. Penny O'Sullivan seconded the motion and the motion was approved unanimously. The meeting adjourned at 8:00 p.m.