

Wiggin Memorial Library Stratham, NH

Minutes of the Board of Trustees Meeting Tuesday September 12, 2017

A regularly scheduled meeting of the Board of Trustees took place on Tuesday, September 12, 2017, 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 Steve Simons, Trustee and Treasurer Connie Aubin-Adams, Trustee and Secretary Kate Kim, Trustee Penny O'Sullivan, Alternate Trustee John Dozet, Alternate Trustee Anna Greenlaw, Alternate Trustee Nate Clinard and Library Director Lesley Kimball.

- I. Guests and Welcomes and Announcements: There were no announcements.
- II. Action Items
 - a) Approve August Minutes (<http://www.strathamnh.gov/node/643/minutes>) : Steve Simons moved to accept the August minutes. Connie Aubin-Adams seconded the motion. The motion was approved unanimously.
 - b) Approve Donations Received: Donations were discussed: the library received operating gifts in the amount of \$300.00 to be spent on museum passes. Steve Simons made a motion to accept donations. Penny O'Sullivan seconded the motion. The motion was approved unanimously.
- III. Old Business
 - a) Staff Appreciation--a discussion was held to review the logistics of the luncheon to be held this weekend as well as the staff recognitions to be handed out
 - a. A motion was made by Steve Simons to amend the Wiggin Memorial Library Personnel Policy to reflect the removal of "in paycheck" on the recognition chart. Connie Aubin-Adams seconded the motion.
 - b) Salary discussion with Board Of Selectmen was suggested to address the topic of wage equality in reference to responsibilities, experience, and years worked in position.
- IV. New Business
 - a) Trustee training/retreat--in the past the board has hosted gatherings outside of regular meeting times to discuss the culture and goals of this particular board as new members come and experienced members leave the board. A subcommittee will schedule at least one retreat before March 2018 elections.
 - b) Initial 2018 Budget thoughts--any suggestions or thoughts were recorded for the upcoming budget and the subject of hiring a bookkeeper was mentioned.
 - c) Programming Policy was submitted for review for the October meeting
- V. Reports
 - a) Treasurer's Report:

- a. Authorization for upholstery cleaning--chairs in library have never been cleaned. Connie Aubin-Adams made a motion to spend approximately \$600 to clean upholstery. Steve Simons seconded the motion and it was unanimously approved.
 - b) Fundraising Report:
 - a. Fall Book Sale--Sign-ups and logistics discussed, will be held 10/13 & 10/14
 - b. Friends Of Library fundraiser at Margaritas on 9/3 raised \$357
 - c. Sweetgrass Farm fundraiser is conducted in the month of October, information and order form is on website.
 - c) Director's Report:
 - a. Large nest of yellow jackets located in library and an exterminator was brought in
 - b. Programming updates
- VI. Executive Session (Non-public session - if required): No executive session was held.
- VII. Next Meeting: Thursday, October 12, 2017 following the book sale setup.
- VIII. Adjournment: Penny O'Sullivan moved to adjourn the meeting. Connie Aubin-Adams seconded the motion and the motion was approved unanimously. The meeting adjourned at 8:17 p.m.