

Wiggin Memorial Library Stratham, NH

Minutes of the Board of Trustees Meeting

Thursday October 12, 2017

revised draft: 11/16/2017

A regularly scheduled meeting of the Board of Trustees took place on Thursday, October 12, 2017, at Wiggin Memorial Library. The meeting was called to order at 6:51 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 Voting Member appointed by the license of the Chair Lee Beauregard Trustee John Dozet, Alternate Trustee Anna Greenlaw, and Library Director Lesley Kimball. At 7:22 p.m. Connie Aubin-Adams left the meeting and Alternate Trustee Anna Greenlaw was appointed as a Voting Member.

- I. Guests and Welcomes and Announcements: There were no announcements.
- II. Action Items
 - a) Approve September Minutes (<http://www.strathamnh.gov/node/643/minutes>) : Steve Simons moved to accept the September 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 \$100.00. Connie Aubin-Adams made a motion to accept donations. Steve Simons seconded the motion. The motion was approved unanimously.
- III. Old Business
 - a) Salary discussion with the Board of Selectmen (to be scheduled). This is to be a conversation with a focus on continuing efforts to get staff up to state average and also to maintain those averages when they get there. Another mention will be about equal performance of positions getting equal adjustments. We will be acknowledging the library's nomination for a national award and the community's support of that nomination. A date will be forthcoming.
 - b) Review the Programming Policy: Steve Simons moved to accept the Programming Policy. Kate Kim seconded the motion and the motion was approved unanimously.
 - c) Board of Trustees retreat--a proposed date has been set for the morning of February 17, 2018
- IV. New Business
 - a) 2018 Budget: soft date of December 1 is when the budget is usually finalized. Non-salary expenditures are estimated at a decrease and our overall expenditures are estimated at a 2.7% increase.
 - b) Director Performance Appraisal: Director is working on self-appraisal
- V. Reports
 - a) Treasurer's Report:

- a. Thinking ahead: new treasurer training will be discussed next month
- b) Fundraising Report:
 - a. Fall Book Sale: setup was done tonight and sale starts tomorrow
 - b. Sweetgrass Farm fundraiser is underway
- c) Director's Report:
 - a. A discussion on the Board of Selectmen goals for 2017
 - b. Letters written by Stratham residents in support of the national award nomination were shared with the board
 - c. We had our first child to reach 1,000 books before Kindergarten
- VI. Executive Session (Non-public session - if required): No executive session was held.
- VII. Next Meeting: Tuesday, November 14, 2017 at 6:30 p.m. [*meeting was later rescheduled for Thursday, November 16, 2017*]
- VIII. Adjournment: Steve Simons moved to adjourn the meeting. John Dozet seconded the motion and the motion was approved unanimously. The meeting adjourned at 8:09 p.m.