

**Wiggin Memorial Library  
Stratham, NH**

**Minutes of the Board of Trustees Meeting**

Tuesday, January 29, 2019

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

- I. Call to Order - Kate Kim called the meeting to order at 5:58 pm  
Board members attended the Budget Presentation and submitted the FY 19 budget proposal.  
Kate appointed Susan Wilbur as a voting Trustee.

II. Review/Adoption of Minutes

- A. Minutes: Joanne moved to accept both of the December 2018 minutes. Steve seconded the motion. Minutes were approved unanimously.

III. Old Business

- A. Review BOT Work Calendar –
  - a. Library Lover's Month – February is Library Lover's month. A discussion took place about what kind of event we could have to promote the library to celebrate Library Lover's month. We decided on an Open House format highlighting the library's resources on Saturday, Feb 16 from 12pm-2pm with food and drink. BOT to purchase drinks and make cookies. Lesley to reach out to Friends to donate baked goods.
  - b. Book Sale – There was a discussion about coming up with a solution to what to do with the leftover books at the end of each sale. Steve will check with transfer station, Joanne will check with county jail (work release program) and Susan will check with recycling book bins.
  - c. Voter Information Night – Tuesday, March 5 at 7:00 pm, set up at 5:30. The session will be recorded.
  - d. Town Meeting – March 15, 2019

IV. New Business

A. 2019 Budget

- a. A discussion took place about response time from the Select Board. An updated budget plan was distributed.

- b. Strategic Planning Info – Lesley offered to distribute copies of the Strategic Plan to BOT if they do not already have one. BOT will review and move forward with planning, including goals, objectives, surveys, vision statement and how they align with the community's objectives. Timeline will be introduced in early 2020.

## V. Reports

- A. Treasurer's report. Steve distributed a treasurer's report.
- B. Geri provided an update on the Master Plan Steering Committee and reported that the snapshots are being converted to report form to include overview, formative issues and community needs, guiding principles and action plan. Snapshots include Economic Development, Housing, Land Use, Town Services, Recreation, Transportation, Agriculture, Natural Resources, Open Space & Conservation Land, and Historic Resources. The next meeting will include discussion on Town Services, under which the Library falls. Another public outreach is planned with a community survey that will be distributed from late Feb through early March 2019 to all residents, with specific targeting to stakeholders that have met with the team.
- C. Lesley presented the Director's report that included updates on staff – Sarah Arnold has left her position. New position has been posted and closes on Feb 2; interviews on Feb 7; 2<sup>nd</sup> interviews if necessary (with candidate's demonstration.) BOT open positions were announced. Susan Wilbur is interested in being appointed to finish out Nate's term (that he resigned from.) There will be two 3-year terms open on the ballot. There are 3 alternate positions to be filled.

VI. The Next Meeting will take place on Monday, February 18, 2019. 6:30 pm at the Library.

VII. Adjournment - Steve moved to adjourn. Susan seconded the motion. Approved unanimously and the meeting was adjourned at 7:53 pm.