

**Library Memorial Library
Board of Trustees Meeting
November 13, 2019
Dearborn Redden Room
7:00 p.m.
Agenda**

- A. Call to Order** the meeting was called to order at 7:02PM by Bob Lamothe
- B. Attendance:** Assistant Director Stacy Mazur, Chair Bob Lamothe, Trustees Chris Hendry, Liz Keroack, Deb Knowlton; Alternate Sheila Ewell, and Secretary Theresa Evans
Guest Max Sullivan
- C. Officer's Report**
- a) Secretary - Approve minutes from 10/16/19. A motion was made by Chris and seconded by Deb to approve the minutes of the October meeting. Motion Passed, all in favor. Need to complete minutes for meeting on 10/4/19.
 - b) Friends of Lane Library minutes reviewed and filed
 - c) Chairperson no report
 - d) Treasurer Reviewed monthly report and place on file.
- D. Reports**
- a) Director Amanda's report and monthly financials were received and discussed.
 - b) Assistant Director
 - c) Teen Services
 - d) Public Services
 - e) Children's Services
 - f) Tech Services
- E. Old Business**
- a) Policy - Pest Control Policy: Policy reviewed by board. A motion was made by Liz and seconded by Deb to approve policy following 4 minor grammatically corrections and 2 clarifications of wording.
 - b) Building - Patron suspension: We reviewed and made minor word choice recommendations to the letter to be sent to the patron.
- F. New Business**
- a) Policy - Director hiring authority- Policy reviewed by Board with minor clarifications regarding specific positions of Page, Substitute, or Front Desk Assistant. A motion was made by Chris and seconded by Liz to approve.
- G. Acceptance of Donations** \$564 Motion was made by Deb and seconded by Liz to accept donations.
- H. Summary of Decisions Made**
- Pest policy approved with minor grammatical corrections and 2 minor clarification points
 - New hire policy approved
- I. Next Meeting-** Wednesday December 18, 2019
- J. Adjournment** Motion to adjourn made by Liz and seconded by Theresa at 8:25PM