

**Lane Memorial Library
Trustee Meeting Minutes
July 15, 2015
Dearborn Redden Room
6:30PM**

- A. Call to Order:** The meeting was called to order at 6:35 PM by Chair, Bob Lamothe.
- B. Attendance:** In attendance were, Diane Crow, Chris Hendry voting for Dick Desrosiers, Deb Knowlton, Bob Lamothe and Amanda Reynolds Cooper. Absent: Dick Desrosiers, Linda Sadlock
- C. Officer's Report**
- a.) Secretary's minutes:** A motion was made by Diane and seconded by Chris to approve the minutes of the June meeting. Motion passed, AIF.
 - b.) Chair – No report**
 - c.) Treasurer's Report:** The report was reviewed. Question raised as to whether the Trustees would like to speak with an Investment advisor. We will bring three possible names to next meeting. The report was accepted and placed on file for audit.
- D. Reports:**
- a) Director:** The report was reviewed, no action necessary. The Operating Budget, was reviewed and various line items were explained. Three HVAC requests have gone out for bid.
 - b) Public services, Teen services, Children's Services and Tech Services Reports:** Trustees reviewed and appreciated all reports. Reports were received and placed on file.
- E. Old Business**
- a) Personnel:** No report.
 - b) Finance:** Amanda reviewed the 2016 proposed budget. After review, a motion was made by Diane and seconded by Deb to approve the 2016 budget as drawn up by Amanda. Motion passed AIF.
 - c) Building:** Teen wall complete and working well. HVAC bids will be opened and reviewed by Trustees on July 28.
 - d) Other:**
- F. New Business:**
- a) Personnel:**
 - b) Finance:** Amanda reported that this year's CIP (Capital Improvement Program) projects were due in the town office. These projects are part of the 6-year plan of large projects requested from each town department. Since we have no projects in mind that cost \$75,000 or more, the library will not present a project this year.
 - c) Building:** On a contact from the water company, the size of pipe needed for the water meter is being researched.
 - e) Other:**
- G. Friends Report:** The Library selected Ginger Ellenwood to be the Volunteer of the month for July. Poker dates are Sept. 25-Oct. 1; The Friends' website was hacked, repairs are in process; Friends are working on a new application for membership that will be part of a new brochure; next meeting is August 12 and November 18-25 are dates for the next book sale.
- H. Acceptance of Donations:** A motion was made by Deb and seconded by Chris to accept \$605 in donations from the Circulation desk. Motion passed. AIF. A second motion made and seconded by same to accept a \$25 gift card to KB Bagels/Java. Motion passed AIF.

- I. **Summary of Decisions:** The Trustees at this meeting: accepted gift certificate, accepted the circulation desk donations, voted to approve the 2016 proposed library budget.
- J. **Next meeting: August 19, 2015, 6:30PM**
 - a. **Adjournment:** A motion was made by Diane and seconded by Chris to adjourn the meeting at 7:42PM.