

**Lane Memorial Library  
Trustee Meeting Minutes  
August 19, 2015  
Dearborn Redden Room  
6:30PM**

**A. Call to Order:**

The meeting was called to order at 6:32 PM by Chair, Bob Lamothe

**B. Attendance:**

In attendance were, Diane Crow, Treasurer, Chris Hendry, Alternate voting for Dick Desrosiers, Deb Knowlton, Scribe, Bob Lamothe, Chair Amanda Reynolds Cooper and guest Marilyn Genery. 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 July 15 meeting as amended. (Corrections included: Chris voted in Dick Desrosiers absence; the library staff chose the volunteer of the month for July; and three requests for bids were sent out.) Motion passed, AIF. A motion was made by Diane and seconded by Chris to approve the minutes of the July 28 meeting. Motion passed, AIF.
- b.) Chair: Introduced guest, Marilyn Genery who spoke briefly about her approach to investment management.
- c.) Treasurer's Report: The report was reviewed, noting that there was a small increase in the investment income over last month. 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.
- 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: The proposed 2016 budget has gone to the Town Finance Department. No dates yet for when Amanda would meet with the Board of Selectmen. Small changes were made in line items to reflect expected increases in electric costs but left no change to the bottom line figures approved.
- c) Building: Acceptance of the HVAC bid opened July 28 is pending due to continued negotiations on specific details of the request.
- d) Other:

**F. New Business:**

- a) Personnel:
- b) Finance: The Trustees appreciated the report of Marilyn Genery and will pursue two other presenters re: management of Trustee funds before making any decision. A motion was made by Diane and seconded by Chris to transfer the amount of \$1,238 from the Citizen's Trustee Account to the Library account as happens each July and January. Motion passed, AIF. Motion was made by Chris and seconded by Diane to approve the use of \$791 of income that must be

expended for book replacement/media only. Motion passed, AIF.

c) Building: Amanda authorized the purchase of a replacement plate to cover the sewage pump area in the downstairs floor. It presented an unsafe situation if not tended. Gutter issues are still pending.

e) Other:

**G. Friends Report:**

- The Friends selected Kim Leuvin as the August volunteer of the month
- The Aces and Eights Benefit poker nights were held August 3-5, no news on totals
- The next meeting of the Board will be held on September 9 and will be informational for newcomers who might be interested in joining
- September 22 is the Annual Meeting
- November 14 the Craft and Bake Sale
- A letter to the editor will be sent to “re-introduce” the Friends of the Library to the community
- Another set of poker benefit nights will be held September 25 through October 1
- The November book sale will be held the 18th through the 21<sup>st</sup>

**H. Acceptance of Donations:**

A motion was made by Deb and seconded by Chris to accept \$256 in donations from the Circulation desk. Motion passed. AIF.

**I. Summary of Decisions:**

The trustees at this meeting: moved to transfer \$1,238 in funds from the Citizen’s Trustee Account to the Library account; moved to expend \$791. In book replacement monies; moved to accept \$256 in circulation desk donations.

**J. Next meeting:**

September 23, 2015, 6:30PM

**K. Adjournment:**

A motion was made by Diane and seconded by Chris to adjourn the meeting at 7:48 PM.