

**Lane Memorial Library
Trustee Meeting Minutes
July 13, 2016
Dearborn Redden Room
6:30PM**

- A. Call to Order:** The meeting was called to order at 6:45 PM.
- B. Attendance:** In attendance were, Diane Crow, Treasurer; Chris Hendry, Trustee, Deb Knowlton, Scribe; Bob Lamothe, Chair; Liz Kerouac, Alternate Trustee voting for absent Dick Desrosiers; Amanda Reynolds Cooper, Library Director, Stacy Mazur, Teen Services Librarian.
- C. a.) Secretary's minutes:** A motion was made by Deb and seconded by Chris to approve the minutes of the June 15 and July 1 meetings. Motion passed, AIF.
b.) Chair: No report.
c.) Treasurer's Report: Diane presented the good news: "recovery from Brexit" in the market. The report was reviewed, discussed, placed on file for audit.
- D. Reports:**
a) Director: Amanda reported that a new sliding glass door is on the horizon due to multiple repairs. The library has seen a major bump in services with the summer programming.
b) Public Services, Teen Services, Children's Services and Tech Services Reports: Trustees reviewed and appreciated all reports.
- E. Old Business**
a) Personnel:
(i) Amanda reminded us of 1st quarter 2016 goals and objectives and told us of those she has met: identified qualified candidate for assistant director; taped the genealogy process that Bill went through with other library staff; will share in weekly dept meetings library trends which will provide more comprehensive data input; is close to decision on value of music CDs; and has spent supportive time with new tech services dept head.
(ii) Stacy Mazur as candidate for Asst. Director Position made a counter offer on salary – at 7:26PM Bob made a motion, seconded by Diane, to enter Nonpublic Session for the purposes of discussing compensation of a public employee (RSA 91-A:3, II). Motion passed AIF.
- b) Finance:** Wealth Management Firms: Tabled until next month.
c) Building: Small painting jobs will be done soon.
d) Policy: Will continue with inter-training for front desk personnel.
- e) Other:** Amanda has applied for "Library of the Year" award for Lane Library
- F. New Business:**
a) Personnel:

b) Finance:

(i) 2017 Budget Proposal postponed until 8/8/16 – goal is 0% increase in budget over last year.

(ii) Chris moved and Diane seconded the transfer of Jan-June 2016 donations of \$1,258 into the Citizen’s account. Motion passed, AIF.

c) Building:

d) Policy: Amanda offered wording for updated service animal policy: No pets or animals, other than service animals as defined by the ADA and service animal trainees, are allowed in the library with the exception of animals that are included in a program or event sponsored by the library staff. Owners of pets will be asked to remove them from the library grounds.” Liz moved and Chris seconded the adoption of this policy. Motion passed, AIF.

Other:

- G. Friends of the Library Report:** None available for July. Monthly meeting still pending.
- H. Acceptance of Donations:** Deb moved and Diane seconded a motion to accept \$122 in donations from the Circulation desk. Motion passed. AIF.
- I. Summary of Decisions:** The trustees at this meeting: Moved to accept the minutes, motioned a counter offer, tabled budget approval, accepted updated policy language, and moved the transfer and acceptance of 6 months circulation desk donations.
- J. Next meeting, August, 8 2016 7:00PM**
- K. Adjournment:** A motion was made by Chris and seconded by Diane to adjourn the meeting at 8:42 PM.

Lane Memorial Library
Trustee Meeting Non-Public Session Minutes
July 13, 2016
Dearborn Redden Room
7:26PM

In attendance were, Diane Crow, Treasurer; Chris Hendry, Trustee, Deb Knowlton, Scribe; Bob Lamothe, Chair; Liz Kerouac, Alternate Trustee voting for absent Dick Desrosiers; Amanda Reynolds Cooper, Library Director.

Bob made a motion, seconded by Diane, to enter Nonpublic Session for the purposes of discussing compensation of a public employee per RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call vote to enter nonpublic session:

Diane Crow, yes	Chris Hendry, yes	Deb Knowlton, yes	Bob Lamothe, yes
Liz Kerouac, voting for Dick Desrosiers, yes		AIF	

Entered non-public session at 7:26PM

Other persons present during nonpublic session: Amanda Reynolds Cooper

Stacy Mazur as candidate for Asst. Director Position made a counter offer on salary –Counter offer on salary was offered. The original offer predicated on a substitute position. Stacy’s offer predicated on a more active partnering that included creating strategic plan/marketing plan and programming for 20-30 year olds. Discussion ensued. Diane moved and Liz seconded a small increase over original offer. Motion passed. AIF.

A motion was made to leave nonpublic session by Chris and seconded by Diane. Motion passed. AIF.

Recorded by Deborah Knowlton