

**Lane Memorial Library
Trustee Meeting Minutes
August 17, 2016
Dearborn Redden Room
7:00PM**

- A. Call to Order:** The meeting was called to order at 7:02 PM.
- B. Attendance:** In attendance were, Diane Crow, Treasurer; Chris Hendry, Trustee, Deb Knowlton, Scribe; Bob Lamothe, Chair; Liz Kerouac, Trustee; Amanda Cooper, Library Director
- C. Officer's Reports:**
- a.) Secretary's minutes: A motion was made by Diane and seconded by Chris to approve the minutes of the July 13 meeting. Motion passed, AIF.
 - b.) Chair: No report.
 - c.) Treasurer's Report: Diane presented the report which was reviewed, and placed on file.
- D. Reports:**
- a) Director: Amanda reported that an older sliding glass door was easily fixed by our door service technician. The library has seen a major bump in services with the summer programming. Touch up painting around the building is complete.
 - b-e) Public Services, Teen Services, Children's Services and Tech Services Reports: Trustees reviewed and appreciated all reports.
- E. Old Business**
- a) Personnel: none
 - (b) Finance:
 - (i) Wealth Management Firms: Tabled until next month.
 - (ii) 2017 Budget Proposal – At 7:55 Diane moved and Chris seconded a motion to go into nonpublic session in order to discuss the promotion or compensation of any public employee.
 - c) Building: Will move to take down ivy at the end of summer.
 - d) Policy: none
 - e) Other: none
- F. New Business:**
- a) Personnel:
 - i) Liz moved and Diane seconded a motion to hire legal counsel to assist the trustees with an FLSA compliance question for a fee not more than \$1500 to be paid from the Trustees' funds. Motion passed, AIF.
 - b) Finance: none
 - c) Building: none
 - d) Policy: none
 - e) Other: none

- G. **Friends of the Library Report:** None available.
- H. **Acceptance of Donations:** Chris moved and Deb seconded a motion to accept \$392 in donations from the Circulation desk. Motion passed. AIF.
- I. **Summary of Decisions:** The trustees at this meeting: Moved to accept the 7/13/16 minutes, moved to go into nonpublic session, moved to offer two employees 2½% merit raises by December 1, 2016, moved to hire legal counsel to assist trustees with FLSA compliance issue, moved to accept the circulation desk donations of \$392.
- J. **Next meeting:** September 21 2016 7:00PM
- K. **Adjournment:** A motion was made by Diane and seconded by Chris to adjourn the meeting at 8:55 PM.

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In attendance were, Diane Crow, Treasurer; Chris Hendry, Trustee, Deb Knowlton, Scribe; Bob Lamothe, Chair; Liz Kerouac, Trustee; Amanda Cooper, Library Director

Diane moved and Chris seconded a motion to go into nonpublic session in order to discuss the promotion or compensation of any 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 nonpublic session at 7:55 p.m.

Other persons present during nonpublic session: Amanda Cooper, Library Director

A discussion was held regarding the differences between overtime payments, comp time, exempt and non-exempt status of employees as preface to determining how to set 2017 Employee compensation figures. Diane moved and Liz seconded a motion two employees will receive 2 ½% merit raises that will take effect December 1, 2016. Motion passed AIF.

Chris moved and Diane seconded a motion to move out of nonpublic session.
Motion passed, AIF.

Public session reconvened at 8:37 p.m.

These minutes recorded by: Deborah Knowlton