

**Lane Memorial Library
Board of Trustees
Dearborn Redden Room
Wednesday February 15, 2017
7:00PM**

A. Call to Order: The meeting was called to order at 7:00 PM by Bob Lamothe.

B. Attendance: In attendance were, Diane Crow, Treasurer; Chris Hendry, Trustee, Liz Kerouac, Alternate Trustee; Deb Knowlton, Scribe; Bob Lamothe, Chair; Dick Desrosiers, Vice Chair; Library Director, Amanda Reynolds Cooper; Asst. Director, Stacy Mazur

C. Officer's Reports:

- a) Secretary: Dick moved and Diane seconded the motion to accept the minutes from the January meeting. Motion passed, AIF.
- b) Chair: No report.
- c) Treasurer: Diane presented the January financial report which was reviewed, noting that the account earned \$444 since last month. The report was placed on file.

D. Reports:

- a) Director: Amanda's report highlighted the refurbishment of the study room; the fact that the sewage ejector lid repair is complete; and updated 2017 warrant article discussions. Financials were reviewed.
- b) Asst. Director: Stacy shared updates on marketing and progress on the strategic planning process.
- c) 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: none
- d) Policy: none
- e) Other: The Strategic Planning had its 1st meeting and generated a list of community needs. The 2nd meeting selected the top needs and as well as library service responses to the top needs. The final meeting will include a round-up of all that has been learned.

F. New Business:

- a) Personnel:
 - i) The Board discussed the pros and cons of making the Interlibrary Loan position full-time which might be possible by combining part-time positions.
 - ii) Amanda shared her 4th quarter report.
 - iii) Bob will send out review sheets to the Board to complete for Amanda's annual review by March 15.
- b) Finance: none
- c) Building: none
- d) Policy: none
- e) Other: none

G. Summary of Decisions: The Trustees at this meeting: moved to accept the minutes of the January meeting.

H. Next meeting: March 15, 7:00PM

I. Adjournment: A motion was made by Chris and seconded by Dick to adjourn the meeting at 8:40 PM.