

**Lane Memorial Library
Trustees Meeting Minutes
April 19, 2017
New Hampshire Room
7:00PM**

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

B. Attendance: Chair Bob Lamothe, Director Amanda Reynolds Cooper, Assistant Director Stacy Mazur, Treasurer Diane Crow, Secretary Deb Knowlton, Vice-Chair Dick Desrosiers, Trustee, Chris Hendry.

C. Officer's Reports

- a) Secretary: A motion was made by Chris and seconded by Deb to approve the minutes of the March meeting. Motion passed, AIF.
- b) Chairperson: Read correspondence from Town Manager, Fred Welch, notifying the Board of a training session for all boards in how to correctly follow RSA 91A, May 16.
- c) Treasurer: Diane remarked that our Trustee acct. has earned about \$2,000 since January and that new stock gifts had been added to the endowed funds.

D. Reports

- a) The Director's Report: Amanda 's report and financials were received and reviewed.
- b) Services Reports: The Asst. Director's report and those of Public Services, Children's Services, Teen Services and Tech Services were reviewed.

E. Old Business

- a) **Personnel:**
 - i) Amanda asked that the phrase "if it snows we close" be stricken from the comments included in her annual evaluation. Discussion followed and Dick made a motion, seconded by Chris to have that phrase stricken from her evaluation. Motion passed.
 - ii) At the February meeting, the Board had asked for an evaluation re: whether the ILL Assistant Librarian position and Public Services Assistant Librarian position could be merged. The results of a seven-week trial concluded that one employee could do both jobs as 1 full-time position. Dick moved and Diane seconded a motion to merge the 2 positions and offer the 1 resultant position to Kathleen Hall. Motion passed, AIF.
- b) **Finance:**
- c.) **Building:**
- d) **Policy:** Meeting Room policy will be ready for vote in May.
- e) **Other:** The present board officers agreed to continue in their current positions. The Personnel and Finance committee members also agreed to continue. Liz Keroack had previously stated that she would continue as an Alternate and another attempt will be made to invite Richard Lasky as a second Alternate. A motion was made by Chris and seconded by Diane to re-elect the current board officers, and maintain the current committees as staffed. Motion passed, AIF.

F. New Business:

a) **Personnel:**

b) **Finance:** Amanda has received the Town manager's request for the 2018 budget proposal.

c) **Building:** New chairs have arrived, and three roof contractors will be sought and invited to give proposals for the slate repairs. It is planned that the windows in the Children's Room will be replaced in August and September.

d) **Policy:**

e) **Other:**

G. The Friends Report includes spending requests granted to the library regarding the Barbara London concert, the equipment for the creation of video snippets, and the support of 5 staff who wish to attend the NHLA conference next month. Dick moved and Deb seconded a motion to receive the \$1,404. given. Motion passed, AIF.

H. Monthly Donations: A motion was made by Diane and seconded by Chris to accept \$609 as the monthly donations from Jan/Feb/March. Motion passed, AIF.

I. Summary of Decisions: Motions were made to accept the minutes; to strike a comment from Amanda's annual evaluation; to merge the ILL Assist. Librarian and Public Services Assist. Librarian positions; to re-elect the current board offers and subcommittee members; to approve the donation of \$1,404 from the Friends and accept the monthly donations of \$609.

J. Next Meeting: May 17, 2017, at 7PM.

K. Adjournment A motion was made by Diane and seconded by Dick to adjourn at 8:18PM.