

**Lane Memorial Library  
Board of Trustees Meeting  
Dearborn Redden Room  
7:00PM**

- A. **Call to Order:** The meeting was called to order at 7:05 PM.
- B. **Attendance:** In attendance were: Chris Hendry, Trustee, Liz Kerouac, Vice Chair; Deb Knowlton, Scribe; Bob Lamothe, Chair; Library Director, Amanda Cooper
- C. **Officer's Reports:**  
a) **Secretary:** Chris moved and Liz seconded the motion to accept the minutes from the July meeting. Motion passed, AIF.  
b) **Chair:** No report.  
c) **Treasurer:** Diane had prepared the financial report which was reviewed, noting that the account earned \$356.62 since last month. The report was placed on file.
- D. **Reports:**  
a) **Director:** Amanda's report highlighted the meeting of Seacoast Area Libraries and updated on-going building projects.  
b) **Asst. Director:** Stacey shared updates on summer reading program – its marketing and funding as well as reflections on the content and attendance of Summer programs.  
c) **Public Services, Teen Services, Children's Services and Tech Services Reports, Asst. Director's Report:** Trustees reviewed and appreciated all reports.
- E. **Old Business:**  
(a) **Finance:** Amanda reviewed her presentation of the proposed 2018 budget that needs to be sent to the town by the end of August. A motion was made by Liz and seconded by Chris to present the \$877,959 proposed total budget figure to the town. Motion passed, AIF.  
(b) **Building:** Amanda offered a thorough explanation of codes that needed to be met in a public space, after a good conversation with Kevin Schulz and Bill Paine. The bids for the windows will be resent with the hope that work can begin at the start of the spring 2018 building cycle.
- F. **New Business**  
a) **Personnel:** Amanda shared her 1<sup>st</sup> and 2<sup>nd</sup> quarter goals report. A suggestion was made for a more schematic presentation that includes timeline, personnel and end-dates. Amanda will share her next quarter goals with these additional suggestions.  
b) **Other:** A motion was made by Liz and seconded by Chris to change the meeting date for the September Board of Trustees Meeting to September 27, 7:00PM. Motion passed, AIF.
- G. **Friends of the Library Report:** Their meeting was happening as the trustees meeting was going on.
- H. **Acceptance of Donations:** A motion was made by Chris and seconded by Liz to accept the monthly donation of \$102. Motion passed, AIF. A motion was made by Chris and seconded by Deb to accept the donation of a freezer. Motion passed, AIF.
- I. **Summary of Decisions:** The trustees at this meeting: moved to accept the minutes of the July meeting, moved to accept the 2018 proposed budget and send it to the town; moved to accept the donations and freezer and moved to accept a new meeting date for September.

J. **Next meeting: Wednesday September 27, 2018, 7PM.**

K. **Adjournment:** A motion was made to adjourn the meeting at 8:26 PM.