

**Lane Memorial Library
Trustees Meeting Minutes
September 27, 2017
New Hampshire Room
7:00PM**

A. Call to Order: The meeting was called to order at 7:04PM.

B. Attendance: Director Amanda Reynolds Cooper, Chair, Bob Lamothe, Treasurer, Diane Crow, Trustee, Chris Hendry and Vice Chair, Liz Kerouac and Secretary Deb Knowlton arriving at 7:30PM.

C. Officer's Reports

- a) Secretary: A motion was made by Chris and seconded by Diane to approve the minutes of the August meeting. Motion passed, AIF.
- b) Chairperson: Shared Friends report from outgoing Friends President Christine Bushway:
 - New Friends President is Mary Lou Heran. Christine will be sharing Vice President duties with Patt Walker.
 - The board voted to purchase the McAuliffe-Shepard Discovery library pass for a year.
 - School book set bookbags funding request from Stacy Mazur was approved as well.
- c) Treasurer: Diane shared the September Treasurer's Report.

D. Reports

- a) The Director's Report: Amanda's report and financials were received and reviewed.
- b) The Asst. Director's report and those of Public Services, Children's Services, Teen Services and Tech Services were reviewed. The Teen Services report contained a request to accept a Hannaford donation of a \$20 gift card and other products.

E. Old Business

- a) **Finance:** Amanda reported that the proposal to use underspent staff money from 2017 to offset the large change in healthcare costs for 2018 was deemed to be legally impossible by the Town Manager, making the final 2018 budget request \$885,828 or a 3.4% increase over last year's budget.

F. New Business:

- a) **Personnel:** Amanda informed trustees that a potential SCSEP Employee was interviewed but was not deemed a right fit for any of the library work needed. A plan to update how the Lane Library presents itself and its programs for future purposes is underway.
- b) **Building:** Two requests for modified hours for Teen events prompted Diane to make a motion that was seconded by Deb to stay open until 10 PM on October 5 for a NH Astronomical Society sky watch event and until 8 PM on October 13th for an After-Hours Lan Party. Motion passed, AIF.

c) **Policy:** The Board engaged in a brainstorming session regarding the snow cancellation policy. The Appendix B Emergency Closures Policy, last updated on 3/13, was left intact. The Section 22 Emergency Closure Document was updated in places but a decision will be made at October meeting about the final wording.

G. Monthly Donations: A motion was made by Liz and seconded by Chris to accept \$80 in monthly donations, and the \$20 Hannaford gift card, and other products. Motion passed, AIF.

H. Summary of Decisions: Motions were made to accept the minutes; to approve the modification of library hours for two events and to accept the donations and gifts for teens.

I. Next Meeting: October 18, 2017, at 7PM.

J. Adjournment A motion was made by Chris and seconded by Liz to adjourn at 8:56PM.