

**Lane Memorial Library  
Trustees Meeting Minutes  
January 17, 2018  
Dearborn Redden Room  
7:00PM**

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

**B. Attendance:** Director Amanda Reynolds Cooper, Treasurer Diane Crow, Vice Chair Liz Kerouac, Trustee, Chris Hendry and Secretary Deb Knowlton.

**C. Officer's Reports**

- a) Secretary: A motion was made by Diane and seconded by Chris to approve the minutes of the December meeting. Motion passed, AIF.
- b) Chairperson: No report
- c) Treasurer: Diane shared the December Treasurer's Report.

**D. Reports**

- a) The Director's Report: Amanda's report and financials were received and reviewed.
- b-f) The Asst. Director's report and those of Public Services, Children's Services, Teen Services and Tech Services were reviewed with appreciation. A question was raised from the Public Services Report of an extended shut-down of the ILL program at the State level. Liz and Darrell will work with Amanda to draft a letter which will encourage accountability for the failure and transparency in the repair/replacement process.

**E. Old Business**

- a) Finance:
  - i) 2018 Encumbrance Amanda notified the Board that the estimated carry forward funds are larger than expected in December. The financial commitments for 2018 remain the same - Windows in the Children's Room, Roof Repair and attention to the server.

**F. New Business:**

- a) Finance:
  - i) July-December transfer of donations - A motion was made by Chris and seconded by Diane to transfer the July-December donations from the trustees fund to the Library Non-Appropriated Fund in the amount of \$1,482.00 The motion passed, AIF.

**G. Friends of the Library Report:**

- The Seafood Festival brought in \$400.
- November book sale raised \$2,763.00
- Craft fair/bake sale in December combined brought in \$616.66.
- The Valentines Tea is set for Saturday February 10th with a snow date of Saturday 17th. Sign-ups are on January 27. 20 kids per session with 2 sessions.
- Voted to purchase a secure website. A secure website would be \$39.99/year. Perhaps this

would allow people to join the Friends and pay online. Website renewal is coming up in February for domain name and web host.

-Group is considering the idea of a mini golf tournament at the library. This is something that libraries have done to raise money. Recently Beverly, MA library raised \$4571.00 with their 2-day event. Specific vendors come and set up the course, Approx. \$950 set up fee. The group showed interest in this. Melrose Library is having a tournament January 26/27. Mary Lou may take a trip down to check it out. If we decide this is something we might want to try, the time frame would be March/April 2019.

**H. Monthly Donations:** A motion was made by Diane and seconded by Chris to accept \$188.32 in monthly donations. Motion passed, AIF.

**I. Summary of Decisions:** Motions were made to accept the minutes; to transfer the July-December donations to the Non-Appropriated Fund; and to accept the monthly donations of \$188.32.

**J. Next Meeting:** February 21, 2018, at 7PM

**K. Adjournment** A motion was made by Diane and seconded by Deb to adjourn at 7:44PM.