

**Lane Memorial Library
Trustees Meeting Minutes
August 22, 2018
Teen Services Room
7:00 PM**

- A. Call to Order:** Chair Bob Lamothe called the meeting to order at 7:02 PM.
- B. Attendance:** Director, Amanda Reynolds Cooper; Chair, Bob Lamothe; Vice Chair Liz Keroack; Trustee, Chris Hendry; Treasurer, Jay Athuluri; and Alternate, Sheila Ewell voting for Deb Knowlton, and J.P. Pontbriand from Salem Five.
- C. Officer's Reports**
- a) **Secretary:** A motion was made by Chris and seconded by Sheila to approve the minutes of the July meeting. Motion passed, AIF.
 - b) **Treasurer:** There was no report because the paperwork to allow Jay to access the relevant financial information is still in progress.
 - i) In lieu of a Treasurer's report, the Board moved J.P. Pontbriand's Salem Five investment report to second on the agenda. J.P. indicated that the financial gain this year has been less than 1% but we're back into the green, which is acceptable given the current market environment and the fact that we have opted for safety over risk.
 - c) **Chairperson:** No report.
- D. Reports**
- a-f) The following **Reports -- Monthly Spending, Assistant Director, Teen Services, Public Services, Children's Services and Technical Services** -- were received and reviewed. Special appreciation was given to Stacy for her successful reading programs summer camps and to Paulina for the number and scope of summer reading events.
- E. Old Business**
- a) **Finance:** The 2019 library budget was submitted with one change made to accommodate a continuing contract.
 - b) **Building:** Amanda provided a Children's Room window update. Unfortunately, the steel for the project has not yet arrived. Still, a permit for the work will be issued as soon as the contract is signed. Then 56 shelves of books and materials need boxing before the work begins.
- F. New Business:**
- a) **Personnel, New Part-time Hire:** Anna Murray was put forth as the candidate of choice for the part-time Page position as per recommendation of the Board's Personnel Committee. A motion was made by Liz and seconded by Chris to approve the hire. Motion passed, AIF.
- G. Acceptance of Donations:** A motion was made by Chris and seconded by Sheila to accept \$206.00 in monthly donations. Motion passed, AIF.
- H. Summary of Decisions:** Motions were made to accept the minutes; to hire Anna Murray as a Page; and to accept \$206.00 in donations from the front desk.
- I. Next Meeting:** Wednesday, September 26, 2018, at 7:00 PM
- J. Adjournment** A motion was made by Chris and seconded by Jay to adjourn at 8:10 PM.