

**Lane Memorial Library
Trustees Meeting Minutes
November 14, 2018
Dearborn Redden Room
7:00PM**

A. Call to Order: The meeting was called to order at 7:02PM.

B. Attendance: Director Amanda Reynolds Cooper, Vice Chair, Liz Keroack, Chris Hendry, Alternates Diane Crow, Brian Abasciano voting for Jay Athuluri, Sheila Ewell voting for Bob Lamothe, Trustees and Secretary Deb Knowlton.

C. Officer's Reports

- a) Secretary: A motion was made by Chris and seconded by Sheila to approve the minutes of the October meeting. Motion passed, AIF.
- b) Chairperson: No report.
- c) Treasurer: Reviewed and placed on file.

D. Reports

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

E. Old Business

- a) Building and Grounds: The Board reviewed the draft letter to the Board of Selectmen regarding the pothole. A motion was made by Chris and seconded by Deb to approve sending the letter to the Board of Selectmen. Motion passed, AIF.

F. New Business:

a) Staff:

- i) Amanda shared her desire to take two classes at SNHU. The Board supported her class choices and agreed that the time involved would be well-spent.
- ii) A motion was made by Brian and seconded by Sheila to authorized Amanda to use the accrued credit card points to purchase holiday gifts for the staff. Motion passed, AIF.

b) Building: Amanda made a request to close the library on the day of the Christmas parade, (December 1) in order for library staff to participate in the town parade. A motion was made by Sheila and seconded by Brian to close the Library on December 1 in order to allow parade participation. Motion passed, AIF.

** Since the library was unable to secure a float for the Christmas parade, the library stayed open

on December 1.**

G. Friends of the Library Report: The report was received with appreciation for the great work that the Friends did on recruitment and for their many projects and activities.

H. Acceptance of Donations: Chris moved and Brian seconded a motion to accept \$68 in donations from October. Motion passed, AIF.

I. Summary of Decisions: The Board of Trustees voted to accept the minutes of the September meeting, to approve sending the letter re: potholes to the Board of Selectmen, to authorize Amanda to purchase staff holiday gifts; to close the library on December 1 to participate in the parade and to accept the October monthly donations.

J. Next meeting: The next meeting will be December 19, 2018 at 7PM.

K. Adjournment: Chris moved and Sheila seconded a motion to adjourn at 8:03PM.