

**Lane Memorial Library
Trustee Meeting Minutes
December 19, 2018
Dearborn Redden Room
7:00PM**

- A. Call to Order:** The meeting was called to order at 7:01 PM by Vice Chair, Liz Keroack.
- B. Attendance:** In attendance were: Chris Hendry, Trustee; Amanda Cooper, Director; Deb Knowlton, Secretary; Brian Abasciano, Alternate voting for absent Jay Athuluri, Liz Keroack, Vice Chair and Sheila Ewell, Alternate voting for absent Bob Lamothe.
- C. Officer's Report**
- a.)** Secretary's minutes: A motion was made by Chris and seconded by Sheila to approve the minutes of the November 14 meeting with this amendment "Since the library was unable to secure a float for the Christmas parade, the library stayed open on December 1." Motion passed, AIF.
- b.)** Chair: Bob, being absent, Liz read a thank you note from Brenda Kohl.
- c.)** Treasurer's Report: The report was reviewed and placed on file.
- D. a) Director and Assistant Director's reports:** The reports were reviewed, no action necessary.
- b) Public services, Teen services, Children's Services and Tech Services Reports:** Trustees reviewed and appreciated all reports.
- E. Old Business**
- a) Policy:** The Hampton DPW has begun work on the pot hole across the street from the entrance to the library.
- F. New Business:**
- a) Policy:** Tabled, Amanda will have an updated version of the library policies for our review in January.
- b) Finance:** A motion was made by Chris and seconded by Brian to encumber any unspent 2018 funds in order to pay the remaining window bill. Motion passed, AIF.
- c) Building:** A motion was made by Brian and seconded by Deb to accept the 2019 Holiday schedule. Motion passed, AIF.
- d) Other:** A motion was made by Chris and seconded by Sheila to accept the 2019 Trustees' Schedule of Meetings. Motion passed, AIF. Also, we reminded Chris that it was time in his tenure as Trustee to file again if he chooses to run for re-election.
- e) Hire of Page:** A motion was made by Chris and seconded by Brian to hire Leighanne Stratz as the new Page in the Children's Room. Motion passes, AIF.
- G. Acceptance of Donations:** A motion was made by Sheila and seconded by Chris to accept the following donations: \$73 from the desk (unassigned), and \$600 from the Hampton Rotary for the "1000 Books Before Kindergarten" initiative. Motion passed, AIF.
- H. Summary of Decisions Made:** Motions were made to accept the minutes of the November meeting; to encumber the remaining 2018 unspent funds for window payment; to accept the 2019 Holiday Schedule and the 2019 Board of Trustees' Meeting Schedule; to accept the new Page, and the donations from the desk and the Rotary Club.
- I. Next meeting: Wednesday, January 16, 2019**
- J. Adjournment:** A motion was made by Deb and seconded by Chris to adjourn the meeting at 7:58 PM.