

**Lane Memorial Library  
Trustees Meeting Minutes  
July 17, 2019  
Dearborn Redden 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, Vice Chair Liz Keroack, Trustees Chris Hendry and Deb Knowlton. Alternate Brian Abasciano voting for Jay Athuluri.

**C. Officer's Reports**

- a) **Secretary:** A motion was made by Liz and seconded by Deb to approve the minutes of the June 19 meeting. Motion passed, AIF.
- b) **Chairperson:** No report
- c) **Treasurer:** Reviewed and placed on file.

**D. Reports**

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

**E. New Business**

a) **Personnel:**

- i) A motion was made by Chris and seconded by Brian to ratify a new front desk hire, Teri Bennett. Motion passed, AIF.
- ii) We also tabled until next month a vote on staff compensation amounts until Amanda receives additional information.

b) **Finance:**

- i) Chris moved and Liz seconded a motion to transfer the January to June 2019 donations in the amount of \$4,117. Motion passed, AIF.
- ii) The selectmen are asking for a flat 2020 budget proposal with additional funds requested by way of warrant article(s). Amanda was able to look at all budget lines and finds we may need additional amounts under insurance, repairs, wages, utilities and snow removal. We request additional information to proceed toward the end of writing warrant article(s).

c.) **Building:**

- i) After a discussion regarding a change in the size of the water meter, it was decided that we need more information from the plumber.
- ii) Liz made and Chris seconded a motion to let Stacy open the building after hours on Friday, August 2 until 8PM for games night. Motion passed, AIF

d.) **Policy:** Amanda is in the process of rewriting some of the policy in place around the use of the Meeting Room. She will present her changes to the Board at a later date.

**F. Friends Report:** There was no meeting in June, but the Friends received \$3,500 of income from the book sale. They purchased a plaque for the mural, Paypal is up and running, the paperwork is done that was needed by the charitable funding organization and September 11 is set as the date for the annual meeting and volunteer reception.

**G. Acceptance of Donations:** Chris moved and Liz seconded a motion to accept \$99 in donations. Motion passed, AIF.

**H. Summary of Decisions:** The Board of Trustees voted to accept the minutes of the June meeting; to ratify the hiring of Teri Bennett; to transfer the January to June 2019 donations, to keep the library open on August 2 and to accept the June desk donations.

**I. Next meeting:** The next meeting date was left open to the response to an email seeking when the majority of board members could best gather in August.

**J. Adjournment:** Liz moved and Brian seconded a motion to adjourn at 7:52PM.