

Minutes of the Meeting of the Board of Trustees
Lane Memorial Library, Hampton, NH
Dearborn Redden Room
December 16, 2010

The meeting was called to order at 6:38 p.m. by Linda Sadlock (Chair). In attendance were Amanda Reynolds Cooper (Director), Sunny Kravitz (Treasurer), and Richard Laskey (Alternate) voting for Debra Perry.

Absent were: Mary Lou Heran (Secretary), Bob Frese (Alternate) Debra Perry (Trustee), Bob Lamothe (Trustee), and Sue Hughes (Alternate).

A. OFFICERS REPORTS

a. Secretary

The minutes of November 2010 were approved upon a motion by Kravitz seconded by Laskey with the following changes: the date, children's room inventory instead of cleaning, report on the status of the website updated by Adult and Technical Services. They will be placed on file.

b. Chair

The library annual calendar of events and reminders will be sent to the board by the end of the month

c. Treasurer

Kravitz presented the Treasurer's report. The report will be placed on file.

B. DIRECTOR'S REPORT

Specifics of Reynolds Cooper's report will be found under Old and New Business.

a. Department Reports

All reports will be placed on file.

C. OLD BUSINESS

a. Finance

The Investment Policy update was tabled.

Sunny has spoken with Axiom about the pay phone. Since they were not willing to eliminate the fees, he will ask that the phone will be removed.

b. Building

The RPC walkthrough the building and their report will be discussed under new business.

Instillation of the solenoid valve/water cut-off is to be scheduled.

c. Personnel

The Leave Policy propose in November was approved excluding an additional statement recommended in this month's Director's Report on a motion made by Laskey and seconded by Kravitz. All were in favor. Amanda Reynolds-Cooper will inquire about the availability of short term disability insurance for part-time employees.

d. Other

The Holiday Parade and the Anniversary Gala were a success. Holiday gifts for the staff and volunteers were approved on a motion by Laskey. It was seconded by Kravitz.

D. New Business

a. Finance

A notice about the warrant article will be posted. There will also be a form for the signature of those who support the petition.

Laskey moved to encumber 2009 contingency money to replace the black iron chill water pipes. Kravitz seconded the motion. It was passed unanimously.

b. Building

The NH Office of Energy and Planning document will be reviewed by the Building Committee.

c. Personnel-none

E. Friends Report-none

F. Acceptance of Donations

On a motion by Laskey, seconded by Kravitz the trustees accepted \$174 in monthly donations as well as \$50 from Tops of NH.

G. Summary of Decisions Made

H. The next meeting will be January 20th.

I. The meeting adjourned at 8:00p.m. following a unanimous vote upon a motion by Laskey, seconded by Kravitz.

Respectfully submitted,

Linda Sadlock for Mary Lou Heran, Secretary