

**Minutes of the Meeting of the Board of Trustees  
Lane Memorial Library, Hampton, NH  
Dearborn Redden Room  
June 15, 2011**

The meeting was called to order at 6:42 p.m. by Linda Sadlock (Chair). In attendance were William Teschek (Acting Director), Deb Perry (Vice Chair), Mary Lou Heran (Treasurer), Bob Lamothe (Secretary), Sunny Kravitz (Trustee) Sue Hughes (Alternate) and Richard Laskey (Alternate) were absent. Jim Mills, prospective Trustee Alternate, and Dick Desrosiers, chair of the Hampton Energy Committee, were guests.

Bob Lamothe arrived at 6:47  
Meeting paused at 6:48 and resumed at 6:55  
Dick Desrosiers arrived at 7:04 and left at 7:20

The May 2011 minutes were corrected and approved as amended by Mary Lou with a second from Debra. AIF.

Jim Mills has agreed to accept alternate trustee position. His name will be presented to the Selectman.

Directors Report: No discussion

Dick Desrosiers came in to discuss HVAC upgrades. Some work to be done to understand the quotes provided by the vendors. Unitil is offering a program to finance HVAC and lighting allowing improvement costs to be included in monthly utility bill.

Children's Services: No Comments

Reference Services: Discussion over Kindles, no decisions reached

Tech Services: Bob asked if it is possible to find out bandwidth usage, Bill will check.

Old Business: Nothing under Personnel. Revisiting Accounts and Extra Budgetary Spending Policy

Sunny attended a Library Trustees Seminar and gave a report is included as an addendum to these minutes.

Motion to accept extra budgetary items, Deb Perry moved, Bob Lamothe seconded. Bob, Deb, Mary Lou and Linda yes, Sunny voted no. Motion carried.

Motion to have Gallery event after hours. Bob moved, Mary Lou Seconded. AIF. Motion carried.

New Business: Time for Amanda's evaluation. Linda will send us a copy of Amanda's job description and a form to fill out.

Nothing under finance except to prepare 2012 budget.

Nothing under building.

Friends report this is a big month for donations because museum renewals are due.

They are New England Aquarium \$650.00, Museum of Science \$600.00, love seat and ottoman \$1,080.23, Summer children's program \$780 for a total of \$3,510.23.

Circulation desk-\$209 upstairs \$28 downstairs. Mary Lou moved to accept, Sunny seconded. AIF.

Next meeting July 13th.

Sunny moved to adjourn at 8:20 p.m. Mary Lou seconded. AIF.

Respectfully submitted,

Bob Lamothe, Secretary

## **Addendum**

### Report – Library Trustees Seminar

Concord NH

7 June 2011

15 June 2011

The Library Trustee Seminar in Concord was very well attended. There were about 75 Trustees in the audience, including a good mix of new and very experienced Library Trustees. From the many questions raised by the Trustees, it was quite clear that many, if not most, towns across NH voted a default budget in the last election. Many Libraries across NH are struggling to cope with serious financial issues.

I asked Terry Knowles, Assistant Director of the Charitable Trust Unit of the Department of Justice, about RSA 32:5 III that requires "Gross Budgeting" by Libraries and whether any spending from the Non-Appropriated Account ("NA") needs to show those transactions as part of an Operating Budget. She simply chuckled and said all Trustees have a fiduciary responsibility to comply with the law. At some point in time it will become a public issue and a Board of Trustees would have to deal with the consequences. She then repeated again that all Trustees have a fiduciary responsibility to comply with the law.

Based on the above and the two attached copies from the 2011 Handbook and Handout from the Seminar, I submit the following motion:

That the next Operating Budget for the Lane Memorial Library comply with RSA 32:5 III, which states that "All appropriations shall be stipulated on a "Gross" basis showing

anticipated revenues from all sources, including grants, gifts, bequests and bond issues, which shall be shown as offsetting revenues to the appropriations affected”...

Submitted by,

Sunny Kravitz, Trustee