

**Minutes of the Meeting of the Board of Trustees
Lane Memorial Library, Hampton, NH
New Hampshire Room
September 22, 2011**

The meeting was called to order at 6:40 p.m. by Linda Sadlock (Chair). In attendance were Bob Lamothe (Secretary), Sunny Kravitz (Trustee), Mary Lou Heran (Treasurer), Debra Perry (Vice-Chair), and Library Director Amanda Reynolds Cooper.

Richard Laskey (Alternate), Jim Mills (Alternate) and Sue Hughes (Alternate) were absent.

Secretary's reports approved from August 18, 2011 and September 6, 2011 on a motion by Sunny and seconded by Mary Lou. AIF

Chairperson – Read a letter from a patron who wrote a note of thanks.

Treasurer – Report will be placed on file.

Director, Financial and Department Reports will be placed on file.

Old Business:

Director's evaluation discussed and approved on a motion by Mary Lou, Bob seconded. AIF motion carried.

Boilers will be installed next week.

New Business:

Gift for retiree-It has been the library's custom to give a gift at the retirement of a long term employee in the amounts of \$150 or \$250 depending upon the position. Sunny moved to give \$200, Bob seconded, AIF motion carried.

YA compensation. No action.

Memorial Donations-\$295 for adult spending, mysteries into non-appropriated, Sunny moved Mary Lou seconded. AIF motion carried.

Pest infestation, the sudden appearance of house flies seems to be corrected.

Gallery Policy acceptance, Mary Lou moved, Sunny seconded, AIF motion carried.

Hampton Vision: Board decided that they'd support the overall vision but would need more information before supporting specific items.

Sunny attended the trustee workshop and distributed material from the Wiggin Library.

Sump pump broke and was repaired

Town audit has been returned with nothing about the library.

Friends Report-Friends passed a budget for the new fiscal year (9/1/11-8/31/12) to cover museum passes and other annual expenditures so that we aren't required to vote on each recurring item. Here is the Friends budget as passed on 9/8/11:

Museum Passes: \$3000

Movie Snacks: \$700

Coffee Supplies: \$600

Membership Supplies: \$250

Newsletter Supplies: \$75

Children's Programming: \$1000

Movie snacks and coffee supplies are paid for by Friends, but we also collect the monies donated for those to cover those costs. The true donated items are the museum passes and children's programming, for a total of \$4000 (there is a buffer in there to cover any unexpected expenses).

Also, in August, Friends purchases included bicycles for the summer reading program grand prize (\$171.52), a camera for the children's room (\$98.89), a table and cushions for the children's room (\$407.02), and Wowbrary (\$500).

Acceptance of Donations-Sunny moved to accept the Friends donations. Debra seconded and it passed unanimously.

Mary Lou and Debra moved to accept the circulation donation of \$181.00. AIF

Summary of Decisions Made

1. Director's annual evaluation/performance plan was acknowledged.
2. A gift of \$200 for a recent retiree was approved.
3. The memorial donations were moved into non-appropriated,
4. The Gallery Policy was authorized.
5. Donations from the Friends approved
6. Circulation desk donations accepted

Next meeting Wednesday 10/19/2011

Meeting adjourned 7:39PM Sunny moved, Debra seconded, AIF motion carried..

Respectfully submitted,

Bob Lamothe, Secretary