

Lane Memorial Library  
Board of Trustees Meeting  
Dearborn Redden Room  
October 18, 2017  
7:00PM

**A. Call to Order:** The meeting was called to order at 7:03 PM.

**B. Attendance:** In attendance were: Diane Crow, Treasurer, Chris Hendry, Trustee, Liz Keroack, Vice Chair; Deb Knowlton, Scribe; Bob Lamothe, Chair; Library Director, Amanda Reynolds Cooper

**C. Officer's Reports:**

**a) Secretary:** Diane moved and Chris seconded the motion to accept the minutes from the September meeting. Motion passed, AIF.

**b) Chair:** No report.

**c) Treasurer:** Diane had prepared the financial report which was reviewed, noting that the account was in good shape. The report was placed on file.

**D. Reports:**

**a) Director:** Amanda's report highlighted these items: she is still waiting for more bids to come in re: roof repair and window upgrades; Soup Day was a great success, Budget Committee meeting to review 2018 budget request is December 7, 2017 at 7PM.

**b) Asst. Director:** Stacey's report highlighted the progress on strategic planning which should have its final community committee meeting in November.

**c-f) Public Services, Teen Services, Children's Services and Tech Services Reports:** Trustees reviewed and appreciated all reports.

**E. Old Business:**

**a) Policy**

**i) Snow Policy:** The Board made several more grammatical changes to the Appendix B. Emergency Closures Policy as well as the Personnel Policies regarding snow emergency closings. We will be prepared for a final vote to ratify the policy in November. (Just in time!)

**F. New Business:**

**a) Building:**

**i) Security cameras:** The Board discussed the possibilities of outside security cameras. We will investigate the costs of two cameras: one with a site-line on the municipal parking lot, the other with a view of the parking spaces immediately in front of the library for help in assessing emergency travel and plowing conditions.

**b) Other:**

**i) Strategic Plan draft review:** Amanda presented the near-final summary draft of the strategic plan's goals and objectives. Liz offered to help with final grammatical edits and the Board offered praise for the good work done. The planning committee will meet November 1; staff will see it again in December and it will come back to the Board then as well with the hope that it will begin to be implemented in January 2018.

**G. Acceptance of Donations:** A motion was made by Liz and seconded by Chris to accept the monthly donation of \$327 and the FOL Bookbag sets at \$1000. Motion passed, AIF.

**H. Summary of Decisions:** The trustees at this meeting: moved to accept the minutes of the September meeting, and moved to accept the monthly donations and book bag donation.

**I. Next meeting:** THURSDAY November 16, 2017, 7PM. (NOTE different day of week)

**J. Adjournment:** A motion was made by Liz and seconded by Chris to adjourn the meeting at 8:25 PM. Motion passed AIF.