

**Lane Memorial Library
Trustees Meeting Minutes
October 17, 2018
Dearborn Redden Room
7:00PM**

A. Call to Order: The meeting was called to order at 7:05PM.

B. Attendance: Director Amanda Reynolds Cooper, Chair Bob Lamothe, Vice Chair Liz Keroack, Treasurer Jay Athuluri, Trustee Chris Hendry, Alternate Diane Crow, Alternate Brian Abasciano, Alternate Sheila Ewell, and Secretary Deb Knowlton

C. Officer's Reports

a) Secretary: A motion was made by Chris and seconded by Liz to approve the minutes of the September meeting. Motion passed, AIF.

b) Chairperson: No report

c) Treasurer: Most of authorization difficulties have been solved and we could review figures.

D. Reports

a-b) The Director's Report and Monthly Financials: 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 and Asst. Director Reports were also reviewed.

E. Old Business

a) Building Children's Room Windows: The children's room windows will be completed shortly with the addition of a step that needs to be added in the well and a hasp on the gate the guards the exit. A tour at the end of the meeting proved the good work done.

b) Personnel Health Insurance Waiver: Payment request has been retracted

c) Building and Grounds Letter to Board of Selectmen: Liz has agreed to write a letter on behalf of the Library Trustees which can be sent to the Board of Selectmen concerning the pothole issue.

F. New Business:

a) Financial Transfer of Jan-Jun 2018 Donations: It was the regular time to transfer the January - June 2018 donations. A motion was made by Liz and seconded by Chris to transfer from the Trustees Fund the \$1,382 in donations to the general fund. Motion passed, AIF.

G. Acceptance of Donations: Chris moved and Liz seconded a motion to accept \$793 in donations from August and September. Motion passed, AIF.

H. Summary of Decisions: The Board of Trustees voted to accept the minutes of the September meeting, to transfer the first 6 months of donations to the general fund in the amount of \$1,382, and to accept the Aug/Sept donations from the front desk in the amount of \$793.

I. Next meeting: The next meeting will be November 14, 2018 at 7PM.

J. Adjournment: Chris moved and Liz seconded a motion to adjourn at 7:50PM.