

**Lane Memorial Library  
Board of Trustees Meeting  
November 20, 2024  
6:00 PM  
Minutes**

- A. Call to Order:** The meeting was called to order by Chairperson Kimberly Olson at 6:10 pm.
- B. Attendance:** In attendance were Chair Kimberly Olson; Vice-chair Andy Morse, Treasurer Chris Hendry, Director Amanda Reynolds Cooper and Secretary Laura Barclay. Absent: Alternate Mary Saunders
- C. Officer's Reports**
- a) Secretary: Minutes from 10/16/24: Chris made a motion to accept the October minutes. Andy seconded the motion which passed with all in favor.
  - b) Chairperson: Chairperson Kim had no specific report.
  - c) Treasurer: The treasurer's report was reviewed.
- D. Librarian's Reports**
- a) Director: The report was reviewed.
  - b) Monthly Financial: The reports were reviewed.
  - c) Patron Services: The report was reviewed.
  - d) Bibliographic Services: The report was reviewed.
  - e) Systems: The report was reviewed.
- E. Old Business:** None
- F. New Business**
- a) **Staff**
    - (i) New bookkeeper contract: Chris motioned to allow Amanda to accept the bookkeeping contract she deems the best fit for the library. Andy seconded the motion which passed with all in favor.
    - (ii) Hiring Substitute: Laura motioned to hire a new substitute. Chris seconded the motion which passed with all in favor.
    - (iii) Staff acknowledgments: Kim motioned to expend funds of \$915.74 from the trustee account for staff acknowledgements. Andy seconded the motion which passed with all in favor.
  - b) **Town & State:** HUB fundraising Feasibility Study  
Amanda reported that the feasibility study was concluded early, with a conclusive analysis that the HUB plan has broad support but that private dollars are not going to be a significant source of funding.
- G. Acceptance of Donations:** \$1,360 printing donations. Laura motioned to accept printing donations. Kim seconded the motion which passed with all in favor.
- H. Summary of Decisions Made**
- Minutes approved.
  - Motion passed to allow Amanda to accept the bookkeeping she deems best fit for the library.
  - Motion passed to hire an additional substitute.
  - Motion passed to expend funds of \$915.74 from the trustee account for staff acknowledgements.
  - Motion passed to accept printing donations of \$1,360.
  - Motion passed to adjourn.
- I. Next Meeting:** December 18, 2024 at 6:00 pm.
- J. Adjournment:** A motion to adjourn was made by Chris and seconded by Kim at 6:48 pm, with all in favor.