

**Lane Memorial Library**  
**January 22, 2025**  
**Board of Trustees Meeting**  
**Minutes**

**A. Call to Order:** Kim called the meeting to order at 6:04 pm.

**B. Attendance:** In attendance were Chair Kimberly Olson; Vice-chair Andy Morse, Treasurer Chris Hendry, Secretary Laura Barclay, Alternate Mary Saunders, and Director Amanda Reynolds Cooper via Zoom. Guests included Alan Barclay and Assistant Director Kevin Robbitts-Terry.

**C. Officer's Reports**

- Secretary: Kim motioned to approve the minutes from December 2024. Andy seconded the motion which passed with all in favor.
- Chairperson: Kim shared a thank you note to the Merrills for their donation to the HUB for the Trustees to sign.
- Treasurer: The report was reviewed.

**D. Librarian's Reports**

- Director: The report was reviewed.
- Monthly Financials: The reports were reviewed.
- Patron Services: The report was reviewed. Bibliographic Services: The report was reviewed.
- Systems: The report was reviewed.

**E. Old Business:** None

**F. New Business**

- Building – Distribution of surplus goods: Kim motioned to declare as surplus goods, two sheets of papyrus and to transfer ownership to Amanda at no cost. Andy seconded the motion which passed with all in favor.
- Staff – Anniversary gift: Andy motioned to approve a \$500 staff 15<sup>th</sup> anniversary gift. Chris seconded the motion which passed with all in favor.
- Town and State – Letter in support of Freedom to Read: Kim motioned to add the library's name to the letter in support of Freedom to Read. Chris seconded the motion which passed with all in favor.

**G. Acceptance of Donations:** Laura motioned to accept monthly donations of \$2,038 from patron donations, printer fees, and a grant. Kim seconded the motion which passed with all in favor.

**H. Summary of Decisions Made:**

- Motion passed to accept minutes for December 2024.
- Motion passed to declare two sheets of papyrus surplus goods and transfer ownership
- Motion passed to approve a \$500 staff 15<sup>th</sup> anniversary gift.
- Motion passed to add the library's name to the letter in support of Freedom to Read.
- Motion passed to accept \$2,038 in donations.
- Motion passed to adjourn.

**I. Next Meeting:** February 19 at 6pm

**J. Adjournment:** Kim motioned to adjourn at 6:40 pm. Andy seconded the motion which passed with all in favor.