

Lane Memorial Library
Board of Trustees Meeting
March 20, 2019
Dearborn Redden Room
7:00 PM

MINUTES

- A. **Call to Order:** The meeting was called to order by Chairman Bob Lamothe at 7:00 PM.
- B. **Attendance:** In attendance were Library Director Amanda Reynolds Cooper; Chair Bob Lamothe, Trustees Chris Hendry, Jay Aluthuri and Liz Keroack; Alternates Sheila Ewell (voting in place of Deb Knowlton) and Brian Abasciano; and observer Theresa Evans. Absent was Secretary Deborah Knowlton.
- C. **Officers' Reports**
- a) Secretary: Chris made a motion to approve the minutes from February 20, 2019 meeting; the motion was seconded by Sheila. All were in favor and the minutes were approved.
 - b) There was no Chairperson's report.
 - c) There was no Treasurer's report due to the audit Town having all banking statements.
 - i) J. P. Pontbriand arrived at 7:04 PM and proceeded to provide the Board with an update on the status of the Library's portfolio of investments and make recommendations for adjustments.
 - ii) J.P. helped the Board review its current investment policy and made recommendations for possible changes. He will put those recommendations in writing for the Board's consideration at the next meeting. J.P. will meet with the Board again on September 18, 2019 to further report on the status of Library investments.
- D. **Reports:** The following reports were reviewed by the Board—Director, Monthly Spending, Asst. Director, Teen Services, Public Services, Children's Services, and Tech Services.
- E. **Old Business**
- a) Policy: Sheila made a motion to approve the recommended updates to the General Library Policies; the motion was seconded by Chris. All were in favor and the updates were approved.
 - b) Personnel: Discussion of the Director's Annual Review was postponed to the April meeting.

F. New Business

- a) **Personnel:** The Board considered the candidacy of Melissa Brown and Dasha Piotrowski for the positions of library Pages for the Children's Room. Chris then made a motion to approve the candidates; the motion was seconded by Sheila. All were in favor and the candidates were approved.
- b) **Building:** Amanda requested that the Library extend its normal hours to 5-7 PM on Friday, May 10th for a teen Trashion show, and to 5-10 PM on April 19th, May 17th and June 1st for gaming night events. Chris made a motion to approve extension of hours on the requested dates; the motion was seconded by Sheila. All were in favor.
- c) **Financial:** Amanda requested that the Board approve up to \$1000 from the Trustee account to pay for the upcoming Volunteer Luncheon. Chris made a motion to approve the requested funds; the motion was seconded by Sheila. All were in favor.
- d) **Other**
 - i) **Election of Officers:** Bob Lamothe was nominated as Chair, Liz Keroack as Vice Chair, and Chris Hendry as Treasurer. Jay made a motion to approve the slate of officers as read; Sheila seconded the motion. All were in favor and the motion passed.
 - ii) **Alternates:** Sheila Ewell, Brian Abasciano, and Theresa Evans will be recommended as Alternates to the Board of Selectmen.
 - ii) **Committee Appointments:** Bob and Chris were appointed to the Building Committee and Bob and Liz were appointed to the Personnel Committee.

G. Friends' Report: The report was read aloud to the Board.

H. Summary of Decisions Made: The minutes of the February meeting were approved, the updates to the General Library Policies were approved, the hiring of two new Children's Room Pages was approved, the extension of library evening hours for four recommended dates was approved, the budget for the Volunteer Luncheon was approved, the slate of Board officers was approved, and the meeting adjournment was approved.

I. Next Meeting: Wednesday, April 17, 2019

J. Adjournment: Jay made a motion to adjourn the meeting; Sheila seconded the motion. All were in favor and the motion passed.