

## Wiggin Memorial Library - Stratham, NH

### Minutes of the Board of Trustees Meeting Tuesday, October 12, 2010

A regularly scheduled meeting of the Board of Trustees took place Tuesday, October 12, 2010 at the Wiggin Memorial Library. Bruce Cotter called the meeting to order at 7:03 p.m.

The following persons were in attendance: Chairperson and Trustee Bruce Cotter; Treasurer and Trustee Vic Collinino; Fundraising Chairperson and Trustee Murray Segal; Trustee Dree Sherry; Alternate Trustees Lee Beauregard, Julie DeFelice and Vicki Marbacher; Trustee Emeritus Craig Wark; Friends of the Library President Richard McCallum; and Library Director Lesley Kimball. Secretary and Trustee Eileen Bischoff was not present for the beginning of the meeting. Alternate Trustee Vicki Marbacher is serving as Trustee in lieu of Eileen Bischoff for this meeting.

#### I. Guests and Welcomes

No guests were present.

#### II. Action Items

**Minutes:** The minutes of the September 14, 2010 meeting were reviewed. Murray Segal motioned to accept the minutes. Motion was seconded by Dree Sherry. All members were in favor and the September 2010 minutes were approved.

**Collection Development Policy:** The revised Collection Development Policy was approved and signed by the Trustees.

#### III. New Business

**2011 Budget Process:** The proposed 2011 budget was reviewed and discussed. The budget will be submitted to Paul Deschaine in December 2010 and will be reviewed by the town Budget Committee in January 2011.

**Dickens A Christmas Carol Reading:** This event will be held Friday, December 10, 2010 from 6:00-9:00 p.m. at the Stratham Community Church. Tickets and advertising posters will be ready in time for the upcoming October book sale.

**Director Evaluation:** The evaluation form was discussed. Trustees are to complete the evaluation and return it to Bruce Cotter by the end of October.

**Personnel Policy Review:** Instead of review by the full board, a smaller committee consisting of Bruce Cotter, Murray Segal, Eileen Bischoff and Lesley Kimball was formed to evaluate and rewrite the policy. A rough draft will be ready for the November meeting.

**Historical Society Request:** The Stratham Historical Society would like to move a counter inside the building. Vic Collinino made a motion that the Trustees allow the Stratham Historical Society to relocate the counter inside their building. Motion was seconded by Vicki Marbacher. All members were in favor and the motion was approved.

#### **IV. Old Business**

**Staff Appreciation Party:** The party was enjoyed by all in attendance. The Staff and the Trustees thank Bruce and Betsy Cotter for hosting the event.

**Library Open House:** The open house held September 25, 2010 was a well attended success.

**Capital Campaign Update:** Campaign results were reviewed. To date over \$49,000 has been raised.

**Fundraising:**

- Craig Wark presented information on a potential source of engraved commemorative bricks for the library walkway.
- Approximately \$7,000 in donations have come in since the capital campaign letter was sent to all patrons. Follow up phone calls will begin when Phyllis Joyce returns later in October.

#### **V. Reports**

The Treasurer's Report was reviewed and accepted as discussed.

The Director's Report was reviewed and accepted as discussed.

Fundraising efforts were updated and discussed.

#### **VI. Executive Session**

There was no executive session.

#### **VII. Book Sharing**

No books were brought in for sharing.

#### **VIII. Next Meeting**

The next meeting of the Wiggin Memorial Library Board of Trustees will be Tuesday, November 9, 2010 at 7:00 p.m. The October meeting adjourned at 8:42 p.m.

Respectfully submitted,

Eileen Bischoff  
Secretary and Trustee