

Library Trustee Meeting Agenda Thursday, April 11, 2017

Meeting called to order at: 6:01 PM

Trustees Present: Jane Ramsay, Ann Butler, Pam Coburn, Betty Strader, Duncan McNeish

Absent with Notice: Jim McFarlin, Paul Eldridge

Others Present: Erin Apostolos (director), Chris Leland (assistant director), Matthew Gunby (head of circulation).

- I. Welcome to appointed trustees Pamela Coburn and Betty Strader!
- II. Secretary's Report-approve minutes of March 7 and March 23. Sign previous minutes. **Motion to approve March 7th minutes made by Jane Ramsay seconded by Pam Coburn. Motion carries unanimously. Motion to approve March 23rd minutes made by Jane Ramsay seconded by Pam Coburn. Motion carries unanimously.**
- III. Treasurer's Report
 - a. New trustees need to read and sign off on documents for Bearing Point. Duncan McNeish will leave these to be signed.
 - b. Market value as of 4/11 \$859,440.62
 - c. **Motion to accept treasurer's report made by Jane Ramsay, seconded by Betty Strader.**
- IV. Library Director's Report
 - a. Article updating on Facebook usage.
 - b. Presentation for Friends showing videos created.
 - c. Article recognizing past trustees and introducing current ones.
- V. Old Business
 - a. Bylaw Review: Pam Coburn will be taking over this task. Trying to make these reflect Board's practices to the extent possible. Term limits, election of officers (can this be done every other year? Check with RSAs), secretarial duties. Change to bylaw with regards to director authority regarding firing personnel (bylaw is currently outside NH state law). Erin will send bylaws out to trustees. Will be discussed at next meeting.
 - b. Outreach Committee Update
 - c. Advisory Committee Update: Trustees: Jim McFarlin, Pam Coburn, Select Board: Ray Moritz, Jonathan James, other members still to be determined. Applicants must include special skills they would provide for the committee. Trustees can contact potential candidates.
- VI. New Business
 - a. Vote on incoming officers-Duncan as nominating chair
 - i. Duncan continuing as treasurer
 - ii. Ann continuing as chair
 - iii. Paul continuing as secretary
 - iv. Vice chair will be determined after a review of bylaws.
 - v. Pam Coburn mentioned that current Trustee Bylaws only allow for an officer to hold office for three consecutive terms. Bylaws state that

trustees must give permission to a trustee to hold office for more than three consecutive terms.

vi. Motion made for special dispensation for Duncan McNeish to remain as Treasurer since he has held the office for more than three consecutive terms made by Jane Ramsay. Seconded by Betty Strader. Motion passes unanimously.

- c. New Trustee alternates: consider potential candidates.
- d. Other Business?
- e. Read over motions and actions
- f. Adjournment— Motion to adjourn at 6:40 made by Pam Coburn, seconded by Jane Ramsay.
 - a. Next meeting: Tuesday, May 9, 6:00PM

Jane Ramsay

Ann Butler

Pam Coburn

Betty Strader

Duncan McNeish