

Board of Trustees

Hollis Social Library

7:00 pm, January 7, 2014

Trustees present: Laurel Lang, Karen Knight, Stephanie Stack, Jonie LaBombard, Bob Bartis

Also present: Lucinda Mazza, Library Director; Kim Cameron-Webb, Anna Birch

The meeting was called to order at 7:07 pm by Stephanie Stack.

1. Anna Birch reported on the progress of the renovation of the Big and Little Nichols Field playgrounds. The Rotary Club has indicated an interest in supporting their project.

2. Secretary's Report

Motion	To accept the minutes of the December 3, 2013 meeting		
Made by	Stephanie Stack	Seconded by	Karen Knight
Vote	Unanimous		

3. Treasurer's Report

Cindy and Stephanie will meet prior to Jan 17th to review the financials before the books close.

Motion	To accept the Financial Report		
Made by	Karen Knight	Seconded by	Laurel Lang
Vote	Unanimous		

4. Director's Report

The trustees discussed what they would like to see in adult programming in 2014. They requested an email with a breakdown of how the programming expenses were allocated in 2013. The trustees also expressed their appreciation to the Youth Librarian who adjusted her schedule so that some of her hours will be after school to enable her to interact with the young adults and get input into their interests.

5. The painter will be here tomorrow for a final review with Cindy. Town Administrator Troy Brown has reviewed the library and gave his approval.

6. At the February 2014 meeting the trustees will review the proposed final job descriptions for approval.

7. The trustees discussed the proposed 2014 budget. Cindy and Stephanie will meet to rework it for review by the trustees at the February meeting.

8. The trustees reviewed the proposed Cash Drawer Procedure policy. An amended copy will be sent via email to be voted upon at the February meeting.

9. The evacuation plan has been approved by the Hollis Fire Department.

10. 9:30 pm

Motion	To enter non-public session		
Made by	Stephanie Stack	Seconded by	Laurel Lang
Vote	Unanimous		

Respectfully submitted,

Jone D. LaBombard, Secretary

[Note: these minutes are unapproved. Corrections and approval will take place at the following meeting of the Board of Trustees.]