

Board of Trustees  
Hollis Social Library  
7:00 pm, February 5, 2013

Trustees present: Stephanie Stack, Bob Bartis, Laurel Lang, Michelle Repp, Jonie LaBombard, Karen Knight, and Don MacMillan

The meeting was called to order at 7:04 pm.

1. The trustees discussed the performance review of the Library Director which will be rescheduled.
2. The minutes of the January 8, 2013 meeting were approved as submitted.
3. Treasurer's Report: Stephanie Stack presented the statement of financial income and expense for January 2013 as well as the draft of the 2013 budget.
4. Director's Report: The bookkeeping process has been updated and is now using QuickBooks for Non-Profits software. The carpeting and shelving project is completed. The valances were hung in the meeting room. Even though the library was closed approximately 30% of the month circulation was only down about 8.5%.
5. **Motion made by Michelle Repp, seconded by Laurel Lang, and unanimously approved: to enter non-public session under Section 91-A to discuss personnel issues.**

The meeting was adjourned at 8:33 pm.

Respectfully submitted,

Jone D LaBombard, Secretary