

Board of Trustees

Hollis Social Library

November 5, 2013

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

The meeting was called order at 7:00 pm.

1. Secretary's Report:

Motion	To accept the minutes of the October 1, 2013 meeting		
Moved	Stephanie Stack	Seconded	Laurel Lang
Vote	Unanimous		

2. Treasurer's Report

Motion	To accept the Treasurer's Report of 10/31/13		
Moved	Laurel Lang	Seconded	Karen Knight
Vote	Unanimous		

3.

Motion	To remove \$3000 (approximately 3%) from the Rideout Trust in accordance with the mandated disbursement schedule to be allocated for the new server		
Moved	Stephanie Stack	Seconded	Laurel Lang
Vote	Unanimous		

4. Warren Coulter reported on the Rideout Trust portfolio performance summary. He also suggested some updates to the Library Investment Policy for the trustees' review. It will be presented for approval at the November meeting.

5. Anna Birch presented the Hollis Playground Project which would like to revamp the Little Nichols playground behind the library, possibly adding more play structures, seating and fencing.

6. Director's Report:

Job descriptions were given to the staff on time, performance reviews are also on schedule. What happens to the library's outdated computers? Could they be donated to someone who refurbishes them for seniors?

7. Lucinda and Troy Brown will review the interior painting bids and recommend one to the selectmen. She will estimate the additional expenses for packing up and then replacing the books after the painting.

8.

Motion	To transfer \$6000 from the Fines Account to be allocated to Books and Materials		
Moved	Stephanie Stack	Seconded	Laurel Lang
Vote	Unanimous		

9. There is an opening for another trustee due to the resignation of Jill Heslin.

10. The job descriptions must be open for public comment for 30 days. The drafts will be approved at the December meeting and then placed in the notebook with the minutes.

11. The trustees discussed a proposal to allow Hollis library card holders to use the Brookline library and vice versa. The trustees decided that this does not meet our needs at this time.

The meeting was adjourned at 9:11.

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.]