

Board of Trustees

Hollis Social Library

November 10, 2015

Library Meeting Room

Trustees present: Sarah Booth, Stephanie Stack, Merle Carrus, Jonie LaBombard, and Bob Bartis

Also present: Tanya Griffith, interim Library Director

1. The meeting was called to order at 7:03 pm.

2.

Motion	To approve the minutes of the meeting.		
Made by	Merle Carrus	Seconded by	Amy Kellner
Vote	Unanimous		

3. Treasurer's Report – Sarah Booth

Motion	To accept a donation of \$3,719 from the Rideout Trust (annual disbursement) and for \$2,000 from the Friends of the Library to be used for museum passes.		
Made by	Stephanie Stack	Seconded by	Amy Kellner
Vote	Unanimous		

Motion	To accept the October 2015 Treasurer's Report as submitted		
Made by	Merle Carrus	Seconded by	Amy Kellner
Vote	Unanimous		

4.

Motion	To approve the transfer of \$1,615 from Books/Materials Fines to Library Infrastructure to be used for the replacement security camera.		
Made by	Stephanie Stack	Seconded by	Amy Kellner
Vote	Unanimous		

5.

Motion	To approve the Investment Policy		
Made by	Stephanie Stack	Seconded by	Merle Carrus
Vote	Unanimous		

4. Directors Report – Tanya Griffith

Paving of the parking lot has been postponed until spring. The security camera has been replaced. The issues of Scientific American magazine are now being kept behind the desk. Another circulation assistant is needed for coverage on weekends.

5. Interviews have been conducted but no suitable candidates for the circulation assistant has been found.

Motion	To authorize Tanya Griffith to reach out to former employee who is available for temporary holiday coverage.		
Made by	Amy Kellner	Seconded by	Sarah Booth
Vote	Unanimous		

6. The current copier lease goes through February 2016.

Motion	To immediately replace the copier with a more efficient model; this will require a buy out of the last three months of the contract for \$100/month.		
Made by	Stephanie Stack	Seconded by	Sarah Booth
Vote	Unanimous		

7.

Motion	To approve the 2016 budget of \$289,342 from the town plus \$27,665 from fines/gifts/donations.		
Made by	Stephanie Stack	Seconded by	Sarah Booth
Vote	Unanimous		

8.

Motion	To exit public session at 7:58 pm.		
Made by	Amy Kellner	Seconded by	Merle Carrus
Vote	Unanimous		

9.

Motion	To exit non-public session, seal the minutes under Section 91, and adjourn the meeting at 8:27 pm.		
Made by	Merle Carrus	Seconded by	Amy Kellner
Vote	Unanimous		

Respectfully submitted,

Jonie LaBombard, Secretary