

HOLLIS SOCIAL LIBRARY

BOARD OF TRUSTEES

DECEMBER 6, 2011

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

Also present: Lucinda Mazza, Library Director

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

1. **Budget recap from 12/15:** Lucinda and Stephanie reported that the meeting with the selectmen went well. The Board agreed to the 3% raises for the Children's Librarian and the Library Aides and to pay the insurance deductible for the replacement phone system.
2. **Secretary's Report:** the minutes were accepted as submitted.
3. **Treasurer's Report:** the treasurer's report was accepted as submitted. The trustees did an extensive end of the year review of the accounts. This included an lengthy discussion of the number of bank accounts required by statute. It was proposed that the funds from the town be held in the checking account, with the fines being held in another account, and other sources such as grants and fundraising being held in a third. Marcia Beckett will speak with Janet Waugaman at Sovereign Bank about our options and how to proceed.
4. **Director's Report:** There has been a lot of promotion of the first Annual Open House which will include the Pontine Theater presentation of Dickens' *A Christmas Carol* in the Community Room at Town Hall. Susan Dumont will begin offering technology classes in January.
5. **Children's Librarian's Report:** The impromptu free cocoa and hot cider day during the power outage was appreciated by patrons. The Family Movie Day on Veterans Day attracted about 20 people. There were 18 programs during November with a total attendance of 107.
6. **Deferred Compensation Plan:** Some of the employees are looking in to this opportunity which is offered by the town.

7. Stephanie Stack will investigate the **software maintenance contract** with TLC.
8. Marcia will invite **Warren Coulter** to attend the January 3, 2012 meeting to discuss the management of the Pearl Rideout bequest.
9. All of the trustees donated personal funds to purchase **gift cards for staff holiday appreciation gifts**.

The meeting was adjourned at 8:55 pm.

Respectfully submitted,

Jone D. LaBombard

Secretary