

**KENNEBUNK FREE LIBRARY
BOARD OF TRUSTEES - MEETING MINUTES
March 29, 2016**

<u>Item</u>	<u>People</u>	<u>Action</u>
<u>Call to Order</u>	KP	Meeting called to order at 7:01 PM
<u>1. Roll Call and Welcome Visitors</u>		<p><u>Trustees Present:</u> Lise Dewar, Maryfrances Smith, Molly Hoadley, Marka Larrabee, Dan Stoddard, Sandi Blanchard, Deborah Redding-Sampson, Pat Carls, Risa Oganessoff Heersche, Karen Plattes, Paul Dest, Alan Shephard, Linda Lucas joined the meeting at 7:12 during the Director's Report discussion</p> <p><u>Trustees Not Present:</u> Joy Russo</p> <p><u>Director:</u> Jill LeMay</p> <p><u>Assistant Director:</u> Michelle Conners</p> <p><u>Guests:</u> None</p>
<u>2. Review of Agenda</u>	KP	The agenda was accepted with the following change: Discuss Bequest Policy, moved to New Business
<u>3. Review & Accept Minutes of Previous Month's meeting</u>	ML/DRS	<p>Motion to accept the Minutes of the February 23, 2016 meeting was unanimously approved as amended:</p> <p>Correct name spelling on Maryfrances Smith and Michelle Conners</p> <p>Abstaining: Lise Dewar, Paul Dest, Alan Shepard (not present at the February 23, 2016 meeting)</p>
<u>4. Acceptance of Submitted Reports</u> <ul style="list-style-type: none"> • Director's Report • Finance Committee Report 3/8/16 • Financial Summary, YTD 2/29/16 • G & P Committee Report 3/15/16 • PR&D Committee Report 3/9/16 • Road Race Update, March 2016 	DRS/AS	Motion to accept the submitted reports was unanimously approved

<p><u>5. Old Business:</u></p> <p>Trustee Job Description</p> <p>Trustee Nomination Form</p> <p>FAQs for Potential Trustees</p>	<p>ROH</p> <p>KP</p>	<p>Risa suggested the job description should clearly state support and guidance to the Library Director, a revision will be made and resubmitted at the next Board meeting</p> <p>Karen spoke on 3 Board members leaving who have come to the end of their term, we are now looking for Trustee Nominations with a focus on diverse skills</p>
<p><u>6. New Business:</u></p> <p>Bequest Policy</p>	<p>PD</p>	<p>Paul would like to review and establish a policy, Karen stated this would go to committee for review and recommendation</p>
<p><u>7. Announcements & Other Business</u></p>		<p>No announcements</p>
<p><u>8. Executive Session</u></p>		<p>No Executive Session</p>
<p><u>9. Adjourn</u></p>	<p>AS</p>	<p>Motion to adjourn unanimously approved at 7:45 PM</p>

Respectfully submitted,
 Lise Dewar
 Recorder, Kennebunk Free Library Board of Trustees

Approved by the Kennebunk Free Library Board of Trustees at their April 26, 2016 meeting.