

**KENNEBUNK FREE LIBRARY  
BOARD OF TRUSTEES - MEETING MINUTES**

**January 26, 2016**

<u>Item</u>	<u>People</u>	<u>Action</u>
<u>Call to Order</u>	ROH	Meeting called to order at 6:57 PM
<u>1. Roll Call and Welcome Visitors</u>		<p><u>Trustees Present:</u> Lise Dewar, Linda Lucas, Joy Russo, Deborah Redding-Sampson, Risa Oganessoff Heersche, Alan Shepard, Molly Hoadley, Paul Dest, Marka Larrabee, Dan Stoddard, Sandi Blanchard, Pat Carls</p> <p><u>Trustees Not Present:</u> Karen Plattes, Maryfrancis Smith</p> <p><u>Director:</u> Jill LeMay</p> <p><u>Assistant Director:</u> Michelle Connor</p> <p><u>Guests:</u> None</p>
<u>2. Review of Agenda</u>	ROH	The agenda was accepted with the following change, add 2017 Budget to Old Business
<u>3. Review &amp; Accept Minutes of Previous Month's meeting</u>	LL/SB	<p>Motion to accept the Minutes of the November 24, 2015 meeting was unanimously approved with the following, change Motion to go out of Executive Session to "Go out of Executive Session"</p> <p>Abstaining: Alan Shepard, Pat Carls, Paul Dest (not present at the November 24, 2015 meeting)</p>
<u>4. Acceptance of Submitted Reports</u>	AS/LD	Motion to accept the submitted reports was unanimously approved
<ul style="list-style-type: none"> <li>• Director's Report</li> <li>• Facilities Committee Reports, 12/16/15 and 1/20/16</li> <li>• Finance Committee Reports, 12/8/15 and 1/12/16</li> <li>• Financial Summaries, YTD 11/30/15 and 12/31/15</li> <li>• G&amp;P Committee Reports, 12/15/15 and 1/12/16</li> <li>• PR&amp;D Committee Reports, 12/9/15, 1/13/16, and 1/19/16</li> <li>• Road Race Update</li> </ul>	<p>JL</p> <p>JL</p> <p>JL</p>	<p>Jill defined a Library Page duties are, as assigned</p> <p>Market Value of Investment Account as of 10/31/2015, change to as of 11/30/2015</p> <p>Preparation and work has begun for the annual road race</p>

<p><u>5. Old Business:</u></p> <p>Cabin Fever Book Sale, Feb. 6</p> <p>Cabin Fever Reliever, Sat., 2/27 from 6-9 PM</p> <p>Budget 2017</p>	<p>JL</p> <p>DRS</p> <p>JL</p> <p>JL</p>	<p>Jill reported on a great Friends meeting with a strong sign up for the book sale, she also asked for Trustee volunteers for the event</p> <p>Deb spoke enthusiastically on the upcoming event asking if possible for all Trustees to attend</p> <p>Jill said we are on target to reach our financial fund raising goals and encouraged Trustees to get the word out for this event</p> <p>Posters were given to Trustees for distribution, tickets were available for Trustees to sell</p> <p>There is a \$1,400 line item differential within the budget Jill will send over a new copy of the Budget, to note, the bottom line remains the same</p> <p>Budget presentation to the Town is Feb.4 at 6:00 PM on the 3<sup>rd</sup> floor of the Town Hall, Trustees are encouraged to attend</p>
<p><u>6. New Business</u></p> <p>Lending Policy: First Reading</p> <p>Possible Wedding at KFL</p>	<p>JL</p>	<p>An inquiry was made to hold a wedding ceremony in the Library with 20 people attending, a \$200 fee was suggested with security deposit, refund/cancellation policy to be determined by Jill</p>
<p><u>7. Announcements &amp; Other Business</u></p> <p>Correspondence</p>	<p>JL</p>	<p>A thank you note from a grateful Library Patron was given to Trustees</p>
<p><u>8. Executive Session</u></p>		<p>No Executive Session</p>

<u>9. Adjourn</u>	DRS	Motion to adjourn unanimously approved at 8:30

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

Approved by the Kennebunk Free Library Board of Trustees at their February 23, 2016 meeting.