

**KENNEBUNK FREE LIBRARY
BOARD OF TRUSTEES - MEETING MINUTES
October 27, 2015**

<u>Item</u>	<u>People</u>	<u>Action</u>
<u>Call to Order</u>	KP	Meeting called to order at 6:59 PM
<u>1. Roll Call and Welcome Visitors</u>	KP	<p><u>Trustees Present:</u> Lise Dewar, Pat Carls, Karen Plattes Deborah Redding-Sampson, Risa Oganessoff Heersche, Sandi Blanchard, Maryfrances Smith, Dan Stoddard, Marka Larrabee, Alan Shepard, Linda Lucas, Molly Hoadley</p> <p><u>Trustees Not Present:</u> Paul Dest, Joy Russo</p> <p><u>Director:</u> Jill LeMay</p> <p><u>Guests:</u> None</p>
<u>2. Review of Agenda</u>	KP	The agenda was accepted with no changes
<u>3. Review & Accept Minutes of Previous Month's meeting</u>	DRS/ML	<p>Motion to accept the Minutes of the September 22, 2015 meeting was unanimously approved as amended:</p> <p>Correct name spelling on Pat Carls</p> <p>Joy will let "KHS" staff know about the wreath sale</p> <p>The "annual appeal" donation made, after business hours, on June 30, 2015 can be applied to fiscal year 2014-2015</p> <p>Executive Session Agenda: Personnel</p> <p>Abstaining: Molly Hoadley, Alan Shepard, Linda Lucas (not present at the September 22, 2015 meeting)</p>
<u>4. Acceptance of Submitted Reports</u>	LL/ML	Motion to accept the submitted reports was unanimously approved
Director's Report Facilities Committee Report 9/30/15 Finance Committee Report 10/20/15 Financial Summary, YTD 9/30/15 G&P Committee Report 10/13/15 PR&D Committee Report 10/14/15 PR&D FY16 Special Events Budget PR&D Revised Long Range Plan Goals FY16	JL	Jill announced Friends now has 25 members
Friends of KFL Report 10/6/15		

<p><u>5. Old Business</u></p> <p><u>Committee Memberships FY 16</u></p> <p><u>Review of Committees' Long Range Plan Goals for</u></p> <p><u>FY 16</u></p>	KP	Karen thanked all the committees for their focus on Long Range Plan Goals for FY 16
<p><u>6. New Business</u></p> <p>Discussion of Chapters 4 and 8: Library Trustee Handbook</p> <p>Review, discuss, and approve the 990 Form, 2014</p> <p>Therapy Dog in the Library Program</p>	<p>KP</p> <p>ROH/LD</p> <p>JL</p>	<p>Karen reviewed the key points of Chapters 4 and 8 within the Library Trustee Handbook</p> <p>Motion to accept the 990 Form 2014 prepared by Cummings and Lamont was unanimously approved</p> <p>Jill is excited to introduce the Therapy Dog Program as part of the Library program</p>
<p><u>7. Announcements & Other Business</u></p> <p>Holiday Book Sale: Dec. 1-12</p> <p>Holiday Bake Sale: Dec. 2-5</p> <p>Help with benches, please</p>	JL	Jill passed around the volunteer sign-up sheet for the Holiday Book and Bake sale
<p><u>8. Executive Session</u></p> <p><u>Personnel</u></p>	ROH/ML	<p>Motion to go into Executive Session unanimously Approved at 8:-03</p> <p>Go out of Executive Session at 8:25</p>
<p><u>9. Adjourn</u></p>	AS	Motion to adjourn unanimously approved at 8:27

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

Approved by the Kennebunk Free Library Board of Trustees
 at their November 24, 2015 meeting

