

**KENNEBUNK FREE LIBRARY
BOARD OF TRUSTEES - MEETING MINUTES
September 27, 2016**

<u>Item</u>	<u>People</u>	<u>Action</u>
<u>Call to Order</u>	KP	Meeting called to order at 7 pm.
<u>1. Roll Call and Welcome Visitors</u>		<p><u>Trustees Present:</u> Henry Bourgeois, Pat Carls, Marka Larrabee, Linda Lucas, Risa Oganessoff Heersche, Karen Plattes, Dan Riggall, Joy Russo, Maryfrances Smith, Dan Stoddard. Paul Dest arrived late.</p> <p><u>Trustees Not Present:</u> John Buraczynski, Deborah Redding-Sampson</p> <p><u>Director:</u> Jill LeMay</p> <p><u>Assistant Director:</u> Michelle Conners</p> <p><u>Friends of the Library:</u> Donna Gomez</p> <p><u>Guests:</u> None</p>
<u>2. Review of Agenda</u>		No additions or changes were needed.
<u>3. Review & Accept Minutes of Previous Month's Meeting</u>	DS/ ML	Motion to accept the minutes of August 30, 2016 was unanimously approved, with corrections noted.
<u>4. Acceptance of Submitted Reports</u> <ul style="list-style-type: none"> • Director's Report • Facilities Committee Report 9/8/16 • Finance Committee Report 9/21/16 • Financial Summary 8/31/16 • G & P Committee Report 9/22/16 • Nominations Committee Report 9/19/16 • PR&D Report 9/21/16 	ML/ ROH	<p>Motion to accept submitted reports was unanimously approved, with the following comments:</p> <p>Director's Report: Maryfrances would like to be able to see the book trailers mentioned in Literacy Buddies.</p> <p>Facilities Committee: Weather permitting, parking lot repairs will be completed over the Columbus Day weekend. Bids for the back stairs are being solicited.</p> <p>Finance Committee: \$22,610 has been put into the investment account.</p> <p>Nominations Committee: Deb will re-contact a couple of people who were interested in joining the Board this past year but had applied too late in the process. We need to recruit at least two more people for the Board.</p> <p>PR&D Report: Jill showed posters she made for the wreath sale in November. All Board members will be asked to help to distribute them next week. Jill passed around a sign up sheet for help needed at the Harvest book sale this coming Saturday, October 1.</p>

<p><u>5. Report from Friends of the Library</u></p>		<p>Donna passed around the new Friends brochure, which has numerous changes and improvements. Friends will have a membership table at the Harvest Fair book sale on October 1. If people join now and pay the 2017 membership fee they get the last three months of 2016 free. Donna plans to reach out to other library Friends groups to see what they do and to get ideas.</p>
<p><u>6. Old Business</u> Committee Membership FY17</p>		<p>The spelling correction to Jill's name was noted.</p>
<p><u>7. New Business</u> KFL Mission Statement review Assn of Professional Fundraiser's Conference, Nov 2-4, 2016</p>		<p>2011 was the last year in which the mission and vision statement was changed. Karen read the current statement aloud. No changes are needed. The conference is located in Portland. Michelle and Jill will go. Risa, Maryfrances and Dan S will review the schedule and may attend. Dan S is interested in the major gifts sessions. Attendance TBD later.</p>
<p><u>8. Announcements & Other Business</u></p>		<p>The board picture originally scheduled for tonight will be rescheduled.</p>
<p><u>9. Executive Session</u></p>	<p>ROH/ JR</p>	<p>It was moved, seconded and unanimously approved to go into ES at 7:33 pm. The Board went out of ES at 7:45 pm.</p>
<p><u>10. Adjourn</u></p>	<p>PD/ DS</p>	<p>Motion to adjourn was unanimously approved and the meeting adjourned at 7:45 pm.</p>

Respectfully submitted,
Linda Lucas
Recorder, Kennebunk Free Library Board of Trustees

Minutes unanimously approved at October 25, 2016 Board of Trustees meeting.