

**KENNEBUNK FREE LIBRARY
BOARD OF TRUSTEES - MEETING MINUTES
February 28, 2017**

<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> John Buraczynski, Pat Carls, Laura Curtis, Ann Hibbard, Marka Larrabee, Linda Lucas, Karen Plattes, Deborah Redding-Sampson, Dan Riggall, Joy Russo, Dan Stoddard</p> <p><u>Trustees Not Present:</u> Henry Bourgeois, Paul Dest, Risa Oganessoff Heersche, Maryfrances Smith</p> <p><u>Director:</u> Jill LeMay</p> <p><u>Assistant Director:</u> Michelle Conners (leave)</p> <p><u>Friends of the Library:</u> Donna Gomez (absent)</p> <p><u>Guests:</u></p>
<u>2. Review of Agenda</u>		No additions or changes were needed.
<u>3. Review & Accept Minutes of Previous Month's Meeting</u>	DRS/ LL	Motion to accept the minutes of January 31, 2017 unanimously approved.
<u>4. Acceptance of Submitted Reports</u> <ul style="list-style-type: none"> • Director's Report • Finance Committee Report 2/14/17 • Financial Summary 1/31/17 • G & P Committee Report 2/21/17 • PR&D Report 2/15/17 • Road Race Report February 2017 		<p>Motion to accept all reports unanimously approved with comments and corrections noted.</p> <p><u>Director's Report:</u> Nifty Knitters meets on Tuesday, not Thursday. Jill pointed out an article in March/April 2017 <i>American Libraries</i>, that described an International Relations Round Table in which KFL's Melissa West participated. Melissa was identified as an "emerging leader."</p> <p><u>Finance:</u> Deb said her name was misspelled in the report. Pat asked about up and down arrows in the report and the response was that down arrows are bad and up arrows are good.</p> <p><u>G&P:</u> Karen invited all to come to the meetings. Correction, Ann Hibbard was absent, not Ann Dadura.</p> <p><u>PR&D:</u> Karen will be sending a blurb via email concerning Cabin Fever Reliever attendance; asked that all Trustees forward invitation to their friends. To date 30 tickets have been sold.</p> <p><u>Road Race:</u> The race is looking very good at this point. Active.com registration is now open.</p> <p><u>Other:</u> Jill reports that staff are getting used to the new phone system. Kat is the "go to" person. The system allows library wide announcements. It doesn't</p>

		switch from day to night automatically, which has caused some problems with patrons. During March a professional will be doing all messages.
<u>5. Report from Friends of the Library</u>		No report.
<u>6. Old Business</u> Cabin Fever Reliever		We need to sell more tickets. Deb asked Trustees to dig deep and also to invite their friends. Dan S and Pat offered to buy tickets and donate them since they are unable to attend.
<u>7. New Business</u> Nominations Committee		Deb listed the responsibilities of this committee. She wants to recruit more members; ideally, one from each "class" of Trustees. There are 3-4 meetings a year. The Committee interviews potential Trustees and nominates officers and committee chairs. It kicks off in March. Deb encourages all Trustees to head up a committee.
<u>8. Announcements & Other Business</u>		No announcements or other business.
<u>9. Executive Session</u>	LL/ JR	Motion to go into Executive Session unanimously approved at 7:25 pm. The Board went out of Executive Session at 7:40 pm.
<u>10. Adjournment</u>		Motion to adjourn unanimously approved and the meeting adjourned at 7:40 pm.

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

Minutes approved at the March 28, 2017 Board of Trustees meeting.