

## Newington LBOT Meeting Minutes 12/14/16

**Present:** Trustees Steve Bush (S), Lillian Wilson (LW), Jack O'Reilly (J), David Turbide (D) Alternate Lee Lamson (L), Library Director Lara Croft (LC), guest Peter Welch (at 2:00)

Meeting called to order by Chair S at 1:35

The yearly performance review was conducted with the Director. It will be signed by her and the Chair after the meeting. LBOT agreed to consider updating the format before next year.

**Minutes:** Moved by J and seconded by L to accept the 7 November 2016 minutes. Accepted 5-0.

**Treasurer's Report:** (on file at the library). Spending is on track. There is 9% remaining from the town appropriated funds. The LBOT discussed that the Town's early year disbursement to the LBOT has been insufficient. Treasurer LW will address this.

**Directors Report:** (on file at the library):

- Thanks to L for the post for hanging a solar light outside the main entrance. The light works fairly well on sunny days and not so well on cloudy ones. The LBOT will look at better ways to provide safe lighting.
- Need artists for displaying during 2016. Per J there may be some sources at an art show he will be attending early April.
- The meeting with the Budget Committee went well. LC is working on getting an updated list of non-resident patrons.
- Library will be closed 12/24 and 12/31. It has been well advertised.
- One of our Library Assistants has been doing special school visits which the students have enjoyed.
- LC contacted a new pest control company, GSC, and is pleased with and will use them as needed.
- LC attended the town's Joint Loss Prevention Committee (first time a Director has been to one). It helps stay in touch with other departments.
- Programming remains high. We have seen some small, usual seasonal drop in visits.

**Year-end Bonuses:** Moved by D and seconded by J to award bonuses to library employees in the range of \$100-\$200 for Assistants and \$300 for the Director. These will be paid through regular payroll. During discussion, LW suggested that the LBOT should eliminate these in the future. Motion was approved 4-1 with LW opposed.

**Alternate Trustee:** moved by J and seconded by LW to have Peter Welch appointed to the open Alternate Trustee position. Motion approved 5-0. S will make the appropriate notification.

**Director's Contract:** Moved by J and seconded by D to approve the 2017 Director's contract with modifications discussed. Motion approved 5-0.

**Policies:**

- Moved by S and seconded by L to approve minor change to the Patron Behavior Policy recommended by S. Motion approved 5-0
- Moved by S and seconded by D to approve the Investment Policy with no changes. This is required to be done yearly. Motion approved 5-0

Next meeting will be 1/11/17 @ 2:00 off site.

**Adjournment:** At 3:51, moved by J, seconded by L to adjourn. Approved 5-0.

Respectfully Submitted:

Jack O'Reilly

DRAFT