

**MINUTES**  
**LIBRARY BOARD OF TRUSTEES MEETING**  
**November 14, 2018**

**Attendance:** Trustees: Jerry Lawrence, Deborah Lancaster, Scott Ames, Marian Goode, Kristine Roberts, David Church, Library Director, Ellen Snoeyenbos. Absent: Assistant Library Director, Jed Phillips.

The meeting was called to order at 5:34 pm by Jerry.

**Minutes:** Review of October 12, 2018 minutes.

Jerry motions to accept the minutes as written, Scott seconds the motion and it is approved unanimously.

**Monthly Reports:** The following reports were reviewed, discussed and accepted; Financial Report, Circulation Report, Children's Librarian Report, Assistant Director's report and Director's Report. A motion was made by Deborah to accept the reports as written and it was seconded by David. A vote was taken and approved unanimously.

**Unfinished Business:**

- The Library roof was finished 11/8/2018
- Some of the staff have taken the passport training and the rest will be trained by the time for the service to begin in mid-Dec. Appointments will be taken for evenings and Sat.
- Both of the Friends sponsored events, the Librewery and Monster Mash, were quite successful raising approx. \$5200.00. Great Job!
- The national program , Backyard Wilderness and been sent back. Our Library was the only one in N.E. to have hosted this program.

**New Business:**

- There will be a Holiday book talk at the library on Dec. 4 from 7 to 8pm for gift ideas.
- Ellen will be doing book talks for the schools; 7th grade, ESL class, 4th grade and Kindergarten orientation.
- The Trustees will be doing Ellen's Director Evaluation at the Dec. 12 meeting. Evaluation forms were handed out to be returned to Deborah to tabulate.

**Next Meeting:** Dec. 12, 2018 at 5:30 pm

**Adjournment:** A motion to adjourn at 6:24 p.m. was made by David, seconded by Deborah and accepted unanimously.

Respectfully submitted by Marian P. Goode, secretary