

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
November 30, 2004**

CALL TO ORDER:

Vice Chairman Dean Voyer called the meeting to order at 5:40 PM.

PRESENT:

Karen Quinn, Chairman, joined the meeting in progress; Dean Voyer, Vice Chairman; Diane Walsh, Treasurer; Denise Blais and Kristine Donabedian, Trustees. Also in attendance was Becky Boragine, Library Director.

APPROVAL OF MINUTES:

A motion to approve the Minutes of the October 26, 2004, Meeting was made by

Ms. Blais and seconded by Ms. Walsh. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine reported that the Library has been very busy and reviewed recent programming.

Ms. Boragine also reviewed Library statistics for the month of October.

A motion to accept the Director's Report was made by Ms. Blais and seconded by Ms. Donabedian. The motion was approved unanimously.

FINANCIAL REPORT:

Ms. Walsh reported the following balances: Champlin account, \$1,551.20; Trustees account, \$39,133.47; checking account, \$248.59; and Certificate of Deposit, \$25,262.59.

A motion that all invoices being presented for payment by the Town of Lincoln are accurate and are to be paid from their respective accounts was made by Ms. Walsh and seconded by Ms. Donabedian. The motion was approved unanimously.

UNFINISHED BUSINESS:

Ms. Boragine reported that the new HVAC unit has been positioned on the roof. The unit is now in the process of being connected, and the installation should be completed by Monday, December 6.

Ms. Boragine reported that the holiday schedule, outlined at the October 26 Meeting, will be posted in accordance with the 15-day notice as required under the Collective Bargaining Agreement.

NEW BUSINESS:

Ms. Boragine announced that Kimmerle Balentine has been hired as

the Children's Librarian effective November 24, 2004.

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Ms. Boragine reported that the Library received a grant award from the Champlin Foundation in the amount of \$18,575. The funds will be used to purchase new chairs for the meeting room, lighting for the meeting room, a computer table, as well as computers, printers and new software.

Ms. Boragine indicated that the ALA Winter Meeting will be held January 13 to 17, 2005, in Boston. After discussion, the Trustees agreed that this would be an excellent opportunity for those who have never attended an ALA meeting to do so, and the Trustees further agreed to pay the \$25 entrance fee to the exhibits for anyone wishing to attend.

ANNOUNCEMENTS AND REMINDERS:

Ms. Boragine reviewed several upcoming programs for children, teens and adults.

ADJOURNMENT:

There being no further business, a motion was made by Ms. Blais and seconded by

Ms. Donabedian to adjourn the meeting at 6:20 PM. The motion was approved unanimously.

Respectfully submitted,

Patricia A. Martins

Board Secretary