

**MINUTES OF MEETING  
LINCOLN PUBLIC LIBRARY  
BOARD OF TRUSTEES  
January 25, 2005**

**CALL TO ORDER:**

**Chairman Karen Quinn called the meeting to order at 5:35 PM.**

**PRESENT:**

**Karen Quinn, Chairman; Dean Voyer, Vice Chairman, Diane Walsh, Treasurer and Denise Blais, Trustee. Also in attendance was Becky Boragine, Library Director.**

**ABSENT:**

**Kristine Donabedian, excused.**

**APPROVAL OF MINUTES:**

**A motion to approve the Minutes of the November 30, 2004, Meeting as presented was made by Ms. Blais and seconded by Mr. Voyer. The motion was approved unanimously.**

**DIRECTOR'S REPORT:**

**Ms. Boragine indicated that the month of January was somewhat slow at the Library, but many programs and classes have been scheduled for February.**

**Ms. Boragine reviewed Library statistics for the months of November and December.**

**Ms. Boragine reported that she recently attended a CLAN meeting, at which time the annual budget was reviewed and approved. The Library's CLAN fee will remain similar to previous years, just over \$28,000.**

**Ms. Boragine announced that the Library received a Legislative Grant, which will pay for the upcoming water color and digital photography classes.**

**A motion to accept the Director's Report was made by Mr. Voyer and seconded by**

**Ms. Blais. The motion was approved unanimously.**

#### **FINANCIAL REPORT:**

**Ms. Walsh reported the following balances: Champlin account, \$10,190.99, Trustees account, \$42,468.68, checking account, \$74.93, and Certificate of Deposit, \$25,387.71.**

**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 Mr. Voyer. The motion was approved unanimously.**

**A motion to transfer funds to the Town of Lincoln for fines collected for the months of October, November and December in the amount of \$4,262.22 was made by**

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

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**After discussion, the Trustees agreed to purchase a gift certificate for Kristine Donabedian in celebration of the birth of her child.**

**After discussion, the Trustees agreed to reimburse the Library Director for expenses associated with the staff holiday party.**

**UNFINISHED BUSINESS:**

**None noted.**

**NEW BUSINESS:**

**Ms. Boragine distributed the preliminary FY2005/2006 annual budget for the Library and noted that a 3-1/2% increase to the salary line item was included since the Collective Bargaining Agreement expires soon, so the actual increase could not yet be determined.**

**In addition, Mr. Boragine requested that any Trustee interested in participating in the Union negotiating sessions advise her as soon as possible. Negotiations should begin once a new union steward has been appointed to replace Lois Hebner, who retired last September.**

**Ms. Boragine requested that the Trustees review the policy of various groups reserving the meeting room for non-library meetings and functions. After lengthy discussion, the Trustees agreed that every Monday through Friday, 9:00 AM to 12:00 Noon, the Library will be reserved for its own programs. Any group presently meeting during those hours will need to reschedule their reservation. Evening hours for non-Library programs will be scheduled upon availability of the meeting room.**

#### **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. Walsh to adjourn the meeting at 6:20 PM. The motion was approved unanimously.**

**Respectfully submitted,**

**Patricia A. Martins**

**Board Secretary**