

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
February 26, 2008**

CALL TO ORDER:

Karen Quinn, Chairman called the meeting to order at 5:48 PM at the Lincoln Public Library.

PRESENT:

Karen Quinn, Chairman, Diane Walsh, Treasurer and Wil Postle, Trustees were present. Also in attendance were Becky Boragine, Library Director, Diane Dexter, Assistant Library Director and Gretchen Hanley, Reference Librarian.

ABSENT:

Denise Blais and Dean Voyer, excused.

A moment of silence was observed for the death of former Town Administrator, Jonathan Oster.

APPROVAL OF MINUTES:

The Minutes of the February 4, 2008, meeting were reviewed. A motion to accept the Minutes was made by Wil Postle and seconded by Diane Walsh. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine informed the Board that she attended the weekly meeting at the Town, the monthly OSL Steering meeting and the quarterly OSL Membership meeting.

Ms. Boragine has also starting working with the Public Works Department about acquiring the needed security system. She will have to submit a proposal that will go out to bid.

FINANCIAL REPORT:

Treasurer Diane Walsh reported the following balances:

- Champlin account - \$1.13**
- Trustees account - \$24,888.41**
- Checking account - \$391.96**
- Certificate of Deposit - \$53,240.31**
- Catie Kurowski Fund - \$3,793.33**

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 Wil Postle and seconded by Karen Quinn. The motion was approved unanimously.

UNFINISHED BUSINESS:

Elizabeth Mainiero, Needs Assessment Consultant, sent building forms to Ms. Boragine to be filled out. Each section of the library had

to fill out a form explaining what is currently in that section and what will be needed to provide a better environment. Ms. Boragine sent these completed forms back to Ms. Mainiero. The final Needs Assessment Report will be completed around the middle of March.

Ms. Boragine will sit with the Budget Board to discuss her proposed 2008/2009 budget. The Library Board agreed to submit a 3.5% salary increase to all non-union employees. The non-union employees include the Director, Assistant Director, 3 Pages, 2 part-time Circulation Aides, 2 part-time Reference Librarians and 4 part-time Children's Librarians.

NEW BUSINESS:

The Union Contract will expire as of June 30, 2008. Ms. Boragine will contact the Union before the next Library Board Meeting.

ADJOURNMENT:

There being no further business, a motion was made by Diane Walsh and seconded by Wil Postle to adjourn the meeting at 6:22 PM. The motion was approved unanimously.

Respectfully submitted,

Caitlyn P. Tucker

Board Secretary