

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
October 28, 2008**

CALL TO ORDER:

Karen Quinn, Chairman called the meeting to order at 5:35 PM at the Lincoln Public Library.

PRESENT:

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

APPROVAL OF MINUTES:

The Minutes of the September 30, 2008, meeting were reviewed. A motion to accept the Minutes was made by Wil Postle and seconded by Denise Blais. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine informed the Board that she attended an architectural seminar at the Bristol Library this month.

She also informed the Board that a delivery survey was taken that showed in a one week period 1428 items was sent from the Lincoln

Public Library by courier, to other libraries as a return or as an item requested by another library's patron.

FINANCIAL REPORT:

Treasurer Diane Walsh reported the following balances:

- **Champlin account - \$2.99**
- **Trustees account - \$16,036.23**
- **Checking account - \$93.05**
- **Certificate of Deposit - \$70,351.32**
- **Catie Kurowski Fund - \$3,991.81**

A correction was made to the September 30th Trustees balance. The correct balance should have been \$30,794.01.

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 Denise Blais. The motion was approved unanimously.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

The Board voted to have Food for Fines the first two weeks in December.

Ms. Boragine will bring a change to the Fines and Fees Policy to the next meeting. The Board would like to rewrite the part about NSF checks written to the Library. Becky will contact the Finance Department at the Town of see what their policy is regarding NSF checks.

The Board voted on the Holiday closings; the Library will be closed Wednesday, December 24th and Thursday, December 25th. The Library will be open a ½ day Wednesday, December 31st and be closed Thursday, January 1st. The Board voted unanimously.

Chairman, Karen Quinn, informed the Board that contract negotiations have started with the Town. The next meeting will be at the beginning of November.

ADJOURNMENT:

There being no further business, a motion was made by Denise Blais and seconded by Diane Walsh to adjourn the meeting at 6:15 PM. The motion was approved unanimously.

Respectfully submitted,

Caitlyn P. Tucker

Board Secretary