

Conway Public Library Board of Trustees Meeting Minutes
15 Greenwood Avenue
Conway, NH 03818
January 14th, 2019

Trustees Present at Beginning of Meeting: David Paige, Lucy Philbrick, Peter Innes, Stacy Sand
Trustees Who Entered Meeting at Various Times: Hans Hildebrand, Alison Memoli
Trustees Absent: Brian Wiggin
Also Present: David Smolen, Library Director, Jeff Beavers, Assistant Director
Members of the Public: None

1. **Call to Order.** Meeting was called to order at 5:01 PM
2. **Consideration of Meeting Minutes, December 17th, 2018.** Motion was made to accept the minutes. All in favor 4-0.
3. **Treasurer's Report.** David Paige presented his report. *Hans entered the meeting at this time.* Discussion ensued about Library Trust Funds. No votes were taken. Stacy suggested there should be a reconsideration of who manages Library Trust Funds.
4. **Acceptance of unanticipated revenue.** December 17, 2018 to January 12, 2018. Director Smolen reported \$177.15 had been collected over that time period. A motion was made to accept the unanticipated revenue. All in favor, 5-0.
5. **Acceptance of unanticipated revenue. \$8,578 from the Zonolite Attic Insulation Trust.** Motion was made to accept the funds. All in favor 5-0. A discussion ensued about what to do with the funds. *Alison Memoli entered the building at this time.* Trustees asked Director Smolen to identify a building project at or near the same amount. Motion was made to discuss with the Town of Conway how to proceed with the unanticipated revenue. Motion made by Hans, second by Peter. All in favor 6-0.
6. **Director Report.** Director Smolen highlighted the following items from his report:
 - Budget Committee meeting went well
 - Director compiling 2018 statistics
 - Take Your Child to the Library Day is February 2nd
7. **Board Member Issues.** Alison indicated she would be meeting with David P and Peter to discuss strategic planning. David P asked again if any Trustees had any concerns about the Northern New Hampshire Library Cooperative documents. No concerns were raised. Next Board meeting is February 25th.
8. **Public Comment.** None.
9. **Non Public Session.** *Motion was made to enter into non-public session to conduct the annual evaluation of the Library Director.* All in favor 6-0.
10. **Director Salary Increase.** The Trustees came out non-public session at approximately 7:05 PM. Motion was made to increase the director 's salary by 3.25 percent. All in favor, 6-0.
11. **Adjourn.** Meeting adjourned at 7:10 PM

Respectfully Submitted,

David Smolen