

Conway Public Library Board of Trustees Meeting Minutes (Draft)
15 Greenwood Avenue
Conway, NH 03818
December 17, 2018

Trustees Present: David Paige, Lucy Philbrick, Alison Memoli, Peter Innes, Hans Hildebrand, Stacy Sand, Alison Memoli
Trustees Absent: Brian Wiggin
Also Present: David Smolen, Library Director, Jeff Beavers, Assistant Director
Members of the Public: Dotty Blake.

1. **Call to Order.** Meeting was called to order at 5:01 PM
2. **Meeting Minutes, November 19 and December 5, 2018.** Motion made by Hans, second by Peter to accept the November 19th minutes. All in favor. 6-0. Motion made by Alison, second by Hans to accept the December 5th minutes, all in favor 4-0-2 (Lucy and David P abstained)
3. **Treasurer's Report.** David Paige presented his report. Motion made by Alison, second by Hans. All in favor 6-0.
4. **Acceptance of Unanticipated Revenue Collected from October 15th to December 15th 2018.** Director Smolen reported \$80 collected for the time period in question. Motion made by Hans, Second by Lucy to accept the unanticipated revenue. All in favor 6-0.
5. **Director Report.** Director Smolen highlighted the following items from his report:
 - Received \$4,000 grant from Goldberg Foundation for art conservation treatment
 - Received \$3,600 grant from the Henney Historical Fund for newspaper digitization
 - Woodworker/furniture maker John Whitney made recommendations to improve look of front doors
6. **Friends of the Library Report.** It was reported that the Friends recently approved their 2019 budget. It was also reported that 2018 revenues exceeded expectation and expenses were below original projections.
7. **Director Review Process.** Stacy set up the calendar for the review process. Director Smolen passed out a sample Director Evaluation form that would be completed by the staff. Director Smolen asked the Trustees if they thought this would be helpful for their own review process. A discussion ensued. No votes were taken.
8. **Social Media Policy.** A third draft of the policy was reviewed. A discussion ensued on the draft policy. No votes were taken.

9. **Board Member Issues.** David Paige mentioned attending the Northern New Hampshire Library Cooperative (NNHLC) meeting. David Paige asked the trustees if the CPL board would like to have NNHLC documents reviewed by a lawyer. No votes were taken but there was a general feeling it was not necessary.
10. Public Comment. None.
11. Adjourn. Meeting adjourned at 6:01 PM

Respectfully Submitted,

David Smolen