

**Baker Free Library
Board of Trustees Meeting
September 15, 2008**

1. **Call to Order:** The meeting was called to order at 12:12 pm, following a library strategic planning session. Present were Colleen Haggerty, John King, Lisa Richards, Tom Ives, Elizabeth Foy, and Library Director Lori Fisher.
2. **Approval of Minutes:** August 6, 2008 minutes passed on a motion by Lisa, seconded by Tom; motion passed 6-0. August 14, 2008 minutes passed on motion by Lisa, seconded by Colleen; motion passed 6-0.
3. **Financial Report:** Monthly budget as of 8/31/08 was reported on. Building maintenance costs are up due to A/C compressor replacement and toilet repairs. Electricity was reduced for month of August by \$500 due to A/C system repair and efforts to shut off computers when not in use. New equipment line is up due to partial payment on CD/DVD cleaner and new portable phone linked in to current system. Total monthly expenses are on target at 17%. Motion by John to accept the report, seconded by Lisa, and motion passed 6-0.
4. **Special Expenditures:** Report was presented by Colleen for July and August. Deposit of \$1000.40 was credited incorrectly by bank to the account, and Colleen will talk with bank to remove it. Motion by John to accept the July report, seconded by Lisa, and motion passed 6-0. Motion by Lisa to accept the August report, seconded by John, and motion passed 6-0.
5. **Director's Report**
 - a. **Hiring of staff:** Betsy Mahoney has been hired as a 14 hours per week library assistant, and began work August 26, 2008. Three candidates were interviewed for the position. Motion by John to accept the hiring, seconded by Colleen, and motion passed 6-0.
 - b. **Got books project:** Lori was approached by the Bow Recycling Committee about placing a book recycling container in the library parking lot. After discussion, it was decided not to allow this as any donated books can be sold at the ongoing library book sale. The Recycling Committee will be invited to the next trustees' meeting.
 - c. **Workshop request:** An individual has approached Lori about holding a writing workshop at the library. The trustees would like to develop policies on allowing businesses to hold programs at the library, before we allow any such paid workshops.
6. **Strategic Planning:** Lori would like to hold a strategic planning session for key library staff using the same facilitator as used at the trustee strategic planning session. Motion by John, seconded by Lisa, and motion passed 6-0 for Lori to arrange this for key library staff.
7. **Next Meeting:** Wednesday, October 8, 2008, 4:30 PM.
8. **Adjournment:** The meeting was adjourned at 12:38 pm, on a motion by John, seconded by Elizabeth, and motion passed 6-0.

Respectfully submitted,

Lisa Richards