

**Rice Public Library
Board of Directors' Meeting: Archive Copy
October 18, 2016**

Present: Dudley Bierau, Rachel Dennis, Dave Harris, Lee Perkins and Bill Tredwell

Absent: George Dow and Doug Greene

Guest: Dianne Fallon

President Rachel Dennis called the meeting to order at 6:40.

Motion: Dave makes the motion to accept the August board meeting minutes. Bill seconds the motion. The vote passes unanimously.

Motion: Dudley makes the motion to accept the October 4th minutes after the correction is made about the Block Party donation. Dave seconds the motion. The vote passes unanimously.

Treasurer's Report:

The Accountant reviewed the books. The board discussed the budget. The board would like to build in enough raises for the staff this year. The board will look at the payroll budget and salary ranges.

Motion: Dave makes the motion to change from an annual to a biannual audit review. Bill seconds the motion. The vote passes unanimously.

Ongoing Business:

Director's Report: The report was emailed to the board. The board would like to acknowledge that Lee is doing a wonderful job maintaining the outside of the buildings. Lee makes the library look warm, inviting and loved.

New Library: The meeting with Carol and Betsy from the town HR department was cancelled. Lee is trying to reschedule another meeting with Kendra, the new Town Manager.

The board discussed the survey regarding the new library and it was approved unanimously by the board.

The board President and Vice President reviewed the contents of the safety deposit box and all is in order.

Library Director's evaluation: Rachel suggested that there be a third person on the personnel committee to look at the evaluation. The board discussed using a new evaluation form for the Director's evaluation.

New Business:

Rachel and Dave will do a review of the Board of Directors by-laws.

The board would like to formally thank Jenny for her presentation at the last board meeting and another exceptional year.

Lee and Rachel will do a review of the personnel policies and practices.

National Friends of the Library week is this week. Rachel will write a thank you note to Gail and the Friends of the Library for all that they do.

Kendra Amaral is starting as the new town manager on October 24.

Ray Bald from Cummings, Lamont & McNamee, P.A. will be at the November meeting, along with Patty, the bookkeeper. Greta will do a presentation in December at the board meeting.

Executive session begins.

Executive session ends.

Dianne Fallon will be sent an application to apply for the Board of Directors.

Motion: Bill makes the motion to accept Lee's Annual Evaluation. Dave seconds the motion. The vote passes unanimously.

Motion: Bill makes the motion to adjourn. Dudley seconds the motion. The vote passes unanimously.

The next board meeting is on Tuesday, November 15.

Board minutes recorded by: