

MINUTES OF THE ANNUAL MEETING OF THE CORPORATION  
JULY 16, 2014

**Call to Order:** The meeting was called to order at 7:00 p.m. by President Matthew Newman.

Present: Jon Hiltz, Jerry Davis, Anne Eustis, Megan Therriault, Matthew Newman, Acting Secretary Sally Von Benken, Treasurer Irene Martin and Library Director Susan Preece. Guests: Bernardo Feliciano and Irene Martin.

Absent: Bruce Kingdon, Larissa Picard, Teri Schultz, Joe Trafton, Jennifer Ecker, Jay Collier

**Minutes of FY13 Annual Meeting:** The minutes were accepted as presented with a typographical error in Item 5 corrected (the "ment" in the word "appointment" needed to be deleted).

**Election for open Board Seats:** Anne Eustis and Teri Schultz were unanimously elected to terms of 3 years.

**Election of Board Officers:** Due to the lack of quorum, this item had to be tabled until the September Board meeting

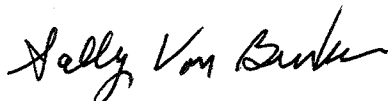
**Recognition of Board Accomplishments:** Find attached a listing of board accomplishments prepared and distributed by Director Preece. Highlights which Susan noted included: 1) praise for Bernardo Feliciano for his work in development/fundraising; the beginning steps in increasing staff hours and recognizing personnel needs; and the engagement with the Town with regard to our long range planning.

President Newman, in thanking Jon Hiltz for his service, noted his great sense of humor and his ability to provide alternative views to so many of the topics the Board discussed. Although Jon is leaving the Board, he will keep his seat on the Finance Committee. Those present saluted his service with a round of applause.

President Newman went on to praise the Board in general for its careful consideration of all the issues, with special thanks to Bernardo Feliciano and Susan Preece.

**Adjournment:** The meeting was adjourned at 7:20 p.m.

Submitted by Acting Secretary,



Sally Von Benken

MINUTES OF THE BOARD OF TRUSTEES BUSINESS MEETING OF JULY 16, 2014

**Call to Order:** The meeting was called to order at 7:35 by President Matthew Newman.

Present: Jon Hiltz, Jerry Davis, Anne Eustis, Megan Therriault, Matthew Newman, Acting Secretary Sally Von Benken, Treasurer Irene Martin and Library Director Susan Preece. Absent: Bruce Kingdon, Larissa Picard, Teri Schultz, Joe Trafton, Jennifer Ecker, Jay Collier

**Consent Agenda:** With the exception of the Treasurer's Report, the consent agenda was accepted as presented. In discussing her report, Treasurer Irene Martin noted: a) the numbers are not yet final for FY 2013; b) due to a different time schedule for bill payments, the numbers in our budget do not coincide with the numbers shown in the Town Appropriation budget; c) the discrepancies will be identified and reconciled by the end of the Fiscal Year, and will be in agreement for the audit in September; d) Susan will meet with the Finance Director of the Town to discuss how better to keep the two budgets in sync in the future.

**Old Business:**

**Volunteer Time:** Susan stressed the importance of Board members' monthly reporting of all the time spent at library meetings, thinking about the library, writing reports for the library, and/or volunteering at library events. These hours are translated into dollars to demonstrate the library's ability to supplement its budget with the Board's volunteer services. Volunteer services to the Friends of the Library are reported separately.

**Friends Membership due:** Susan noted the importance of renewing individual Board memberships in the Friends of the Library in a timely manner.

**New Business:**

**T-Shirts:** Director Susan Preece offered to order "Tops in Topsham" t-shirts for any Board member requesting one.

**Staff/Board meeting:** A suggestion made at a previous meeting to hold a joint Board/Staff meeting in order for the Board to express its appreciation for all the work done by the staff, Director Preece reported that the staff felt no need for such a meeting, noting that the annual Staff luncheon was all the formal thanks needed.

**Next meeting date:** September 17, 7:00 p.m.

**Adjournment:** The meeting was adjourned at 8:00 p.m.

Submitted by Acting Secretary,

  
Sally Von Benken