

**Topsham Public Library**  
**Board of Trustees Business Meeting**  
**Wednesday, December 19, 2018**  
**Minutes**

1. **Call to Order:** The meeting was called to order by Larry Fitch, President, at 7:00PM. Present: Jennifer Ecker, Anne Eustis, Irene Martin, Joe Trafton, Hahna Patterson, Jim Demonsthenes, Anne Macri, Diane Hender, Owen Yabsira, Kevin Curnin, Helen Kincaid, Director Susan Preece. Absent: Jerry Davis, Megan Therriault.
  
2. **Consent Agenda.** The Board reviewed the Consent Agenda, which included the Minutes of November 28, 2018 Board meeting, Development Committee Report, Finance Committee Report, and the Governance Committee Report. Anne Eustis made a motion to approve the Consent Agenda, Helen Kincaid seconded the motion; the motion passed unanimously.
  
3. **Directors Report.** Susan pointed out coverage of the Santa Reads program in the Times Record. David Hammon, one of the volunteers recognized at the July board meeting, passed away. He had been ill. Mariah recently fell and broke her elbow, but was still managing to play guitar at kid's programs. Eloise Vitelli and Jamie Ritter wanted to pass on thanks for allowing Susan to talk about library legislation. Susan shared a spreadsheet comparing annual appeal figures from 2005 to date. Susan said they are little ahead of donations over last year, and more statistical information will coming. Circulation is up 2%, and Cloud Library has had a significant (24%) increase over last year. Larry asked why computer use dropped over October to November. Susan explained it was because of holiday and weather closures. Full budget presentation is scheduled for January 8th. February 27th is scheduled for the Selectboard presentation. Joe asked about the Solomon bequest press release. Susan said she expects an article in the Times Record, and there will be an article in The Cryer.
  
4. **Old Business.**
  - a. Strategic planning for FY 20-23 - Susan informally polled to find out thoughts on scheduling. There was further discussion around scheduling as well as the deadline, process, staff involvement, and previous Board strategic work. Susan was waiting on responses from a potential consultant and will report back when she has more information.

5. **New Business.**

- a. Board Evaluation - Susan asked the board to fill out before Jan 16, 2019. Governance will review and report back the results.

6. **Next Meetings:** January 16, 2019 at 7:00pm

7. **Upcoming Events.** Sat., January 19, 2019 - Joy of the Art Reception at 1:00pm.

8. **Adjournment** at 7:40pm. Helen made a motion to adjourn the meeting, Anne E. seconded, and the motion passed unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jennifer Ecker", with a long horizontal flourish extending to the right.

Jennifer Ecker, Secretary