MEMORIAL HALL LIBRARY BOARD OF TRUSTEES
MEETING AGENDA AND MINUTES

Meeting Date: Wednesday, June 8, 2016, 4pm
Minutes Approved: September 14 , 2016
Location: Conference Room, Memorial Hall Library, 2 N. Main St, Andover

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Agenda --Trustees Meeting, June 8, 2016

Minutes
- Approve minutes

Treasurer's Report(s)
- Accept Treasurer's report(s)

Public Comments
- None scheduled

Director's Update
- Vacancies
- Roof Deck

Assistant Director's Report

Old Business
- Retirement of Assistant Director

New Business

Adjournment

Next meeting(s):
September 14, 2016

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Library Minutes

Date: Wednesday, June 8, 2016
Present: Karen Herman, Molly Foley, John Hess, Beth Mazin, Larry Lamagna (via phone)
Minutes: **There were no minutes to be approved**
Treasurer Report: There was no Treasurer's Report. The next one will be approved in September.
Public Comments: None Scheduled

Director's Update

- Vacancies
  Interviews are scheduled for the Library Assistant position. Interviewing for the Assistant Director position will take place on June 14th and June 28th. Beth has been receiving applications for the Systems Librarian position.
- Roof Deck
  The contractors started installing the lower counter today and will do the higher one tomorrow. The tentative reception date is Friday, September 23rd.

Old Business

- Retirement of the Assistant Director
- **The Board approved an expenditure of $599.25 to be paid to Beth as reimbursement for the retiring Assistant Director's retirement dinner.** The Trustees have supported other staff functions in the past, including the staff holiday party, flowers for retirees, and a dinner at the Lanam Club for a retiring director.

Adjournment at 4:10 pm
The next regular meeting will be Wednesday, September 7, 2016 at 4pm.

Respectfully submitted,
Molly Foley, substitute Secretary