

**North Hampton Public Library
Board of Trustees Meeting
13 June 2018, 5:30 pm
North Hampton Public Library**

Chair: Jacqueline Brandt
Secretary: Susan Leonardi
Treasurer: Judy Day
Library Director: Susan Grant
Alternate: Margaret Delano

The intent of these minutes is to provide a summary of the essential meeting content and not a transcription.

Board of Trustees Regular Meeting

1. Administrative
 - a. Call to order
 - i. Meeting was called to order by Jacqui Brandt at 6:28pm
 - b. Review/Approval of the March Meeting Minutes
 - i. Motion to approve minutes made by Jacqui Brandt. Seconded by Susan Leonardi. All agreed.
 - c. Library Director's Report
 - d. Treasurer's Report
2. New Business
 - i. Judy Day reported that the Select Board recently hired Scott McGuiness. She asked about what the library should be looking for when performing an audit. He told Judy that we should pay \$5,000 for one year. He suggested starting with one year and look for things patterns that look abnormal or things that we can improve upon – filing systems, documentation, etc. The library is included in the town audit, but it is not very in-depth. Susan Grant suggested that the library could try to have a more through audit every 3 years.
 - ii. Motion was made by Susan Leonardi for Judy Day to meet with Scott about price, scope, documents and information needed for a library audit. Jacqui seconded. All agreed.
 - b. Alternate
 - i. Select Board accepted Margaret Delano as a Library Alternate. She was sworn in at the last Select Board meeting.
3. June 27th Work Session
 - a. Staff Evaluations & Trustee Filing Cabinet information
 - b. Book decisions
4. Meeting Adjourned at 6:47pm.