

# LIBRARY TRUSTEES' MEETING

August 22, 2022

5:30 PM

## PRESENT

Kathleen Norton, David Hickernell, Christopher George, Natalie Ducharme and Laura Stevens. Kathleen Norton called the meeting to order at 5:30 PM.

## MINUTES

On a motion by David Hickernell, seconded by Christopher George, the trustees unanimously decided to accept the minutes for July 18, 2022.

## TREASURER'S REPORT

The trustees reviewed the August Report. There were no expenditure reports to review. Christopher George has added his name to the Trustee Accounts.

*Balances in trustee's accounts are as follows:*

Checking Account (Salem Coop Bank)	\$59,148.00
Certificate of Deposit (Salem Coop Bank)	\$11,182.61
Subtotal	\$70,330.61
Brock Trust Fund Interest Acct (Salem Coop)	\$10,569.14
Subtotal	\$ 10,569.14

**Total Trustee Funds** \$80,899.75

On a motion by David Hickernell, seconded by Christopher George, the trustees voted unanimously to accept the Treasurer's report.

There are 2 bills for consideration this month.

1. Findaway invoice 399803 in the amount of \$712.87 for the purchase of Wonderbooks  
On a motion by David Hickernell, seconded by Christopher George, the trustees voted unanimously to pay this bill.
2. On a motion by David Hickernell, seconded by Christopher George, the trustees unanimously voted to authorize the purchase of 4 wooden bookcase for the children's room with the cost not to exceed \$2,000.00.

## OLD BUSINESS

*The first order of Old Business was Fraud Policy and Whistleblower Policy.*

The trustees reviewed the draft of the Staff Fraud Policy, and the Whistleblower policy. The trustees discussed changes they would like made to these policies. Ms. Ducharme was directed to bring a revised draft of both the policies to the next meeting.

*The second order of was the Misuse of Office Policy for Trustees.*

The trustees reviewed the draft of the Misuse of Office Policy. The trustees discussed changes they would like made to this policy. Ms. Ducharme was directed to bring a revised draft of this policy to the next meeting.

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## **NEW BUSINESS**

*The first order of New Business was 2023 budget*

Ms. Ducharme presented the trustees with a partial budget which included the line items the trustees control. This budget also included the employee economic benefits as opposed to having the employee economic benefits brought forward via a citizen's petition. The discussion included the challenges faced this year regarding the budget process.

## **DIRECTOR'S REPORT**

The Trustees reviewed the report. Ms. Ducharme reported that July continued to be busy. The summer reading program resulted in many families coming back to the library.

## **TRUSTEE MATTERS**

There were no trustee matters.

## **PUBLIC MATTERS**

There were no public matters

## **DATE AND TIME OF NEXT MEETING**

The Trustees set the date and time for the next meeting:

-Tuesday, September 6th at 5:30PM at Kelley Library, Beshara Room

## **ADJOURNMENT**

On a motion by David Hickernell, seconded by Christopher George, the trustees voted unanimously to adjourn the meeting at 7:08 PM.