

LIBRARY TRUSTEES' MEETING

June 27, 2022

5:30 PM

PRESENT

Kathleen Norton, David Hickernell, Christopher George, Natalie Ducharme and Laura Stevens. Kathleen Norton called the meeting to order at 5:43 PM.

MINUTES

On a motion by David Hickernell, seconded by Christopher George, the trustees unanimously decided to accept the amended minutes for May 23, 2022.

TREASURER'S REPORT

The trustees reviewed the June Report. There were no expenditure reports to review.

Balances in trustee's accounts are as follows:

Checking Account (Salem Coop Bank)	\$58,380.04
Certificate of Deposit (Salem Coop Bank)	\$11,177.95
Subtotal	\$69,557.99

Brock Trust Fund Interest Acct (Salem Coop)	\$8,432.72
Subtotal	\$ 8,432.72

Total Trustee Funds \$77,990.71

Bills for Consideration this month

\$54.99– Findaway for invoice 392715 – 1 Wonderbook and USB cord

On a motion by David Hickernell, seconded by Christopher George, the trustees voted unanimously to accept the Treasurer's report and pay the June bill totaling \$54.99.

OLD BUSINESS

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

The trustees reviewed the next draft of the Staff Fraud Policy, the Misuse of Office Policy for Trustees and the Whistleblower policy. Discussion of these policies will continue at the next meeting.

The second order of Old Business was Juneteenth Holiday.

After a brief discussion, the trustees decided to add the Juneteenth Holiday for library staff. This maintains consistency with Town employees. On a motion by David Hickernell, seconded by Christopher George, the trustees unanimously voted to allow staff a floating holiday in 2022 for the missed Juneteenth holiday. On an additional motion by David Hickernell, seconded by Christopher George, the trustees unanimously voted to make the federally observed Juneteenth holiday as library holiday beginning in 2023.

The third order of Old Business was 2023 budget.

This item was tabled until the most current financial data is received from town.

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NEW BUSINESS

The first order of New Business was the election of Officers

On a Motion by David Hickernell, seconded by Kate Norton, Christopher George was elected to the Vice-Chair position. The Trustees and staff welcomed Christopher George as an official trustee after being appointed by the Board of Selectmen. Mr. George is filling a vacant position after Amy Wallace stepped down.

The second order of New Business was the Circulation Policies.

The trustees reviewed the changes to the Cool Stuff collections. On a motion by David Hickernell, Seconded by Christopher George, the trustees unanimously voted to accept the updated Circulation Policies.

The third order of New Business was the Library Services.

Ms. Ducharme reported that the GMILCS board decided not to renew the EBSCO database or replace it with a different database. It will end on June 30, 2022. Ms. Ducharme reported that over the next few months, staff will be investigating possible options for Kelley Library. Ms. Ducharme also reported that the TeenBookCloud ebook service for teens and tweens was ending on June 30, 2022. The one year trial was made possible with ARPA grant funds.

DIRECTOR'S REPORT

The Trustees reviewed the report. Ms. Ducharme reported that May is typically a quiet month for programs as the children's staff prepare for the upcoming summer program.

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:

-Monday, July 18th at 5:30PM at Kelley Library, Beshara Room

ADJOURNMENT

On a motion by David Hickernell, seconded by Kathleen Norton, the Trustees voted unanimously to adjourn the meeting at 6:34 PM.