

LIBRARY TRUSTEES' MEETING

April 25, 2022

5:30 PM

PRESENT

Kathleen Norton, David Hickernell, Natalie Ducharme and Laura Stevens. Kathleen Norton called the meeting to order at 5:33 PM.

MINUTES

On a motion by David Hickernell, seconded by Kathleen Norton, the trustees unanimously decided to accept the corrected minutes for March 21 2021.

TREASURER'S REPORT

The trustees reviewed the printed copies of the April's Treasurer's Report and the January, February and March expenditure reports.

Balances in trustee's accounts are as follows:

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|--|-------------|
| Checking Account (Salem Coop Bank) | \$59,489.70 |
| Certificate of Deposit (Salem Coop Bank) | \$11,173.29 |
| Subtotal | \$70,662.99 |

| | |
|---|-------------|
| Brock Trust Fund Interest Acct (Salem Coop) | \$ 8,432.01 |
| Subtotal | \$ 8,432.01 |

Total Trustee Funds \$79,095.00

Bills for Consideration this month

\$878.60 - Amazon For 40 STEM kits for Summer Reading programs

20 STEM kits – Each contain 4 kits, Robot Piggy Bank, Music box

Password Lock Case, 3D Puzzle. \$21.99 each x 20 kits

20 STEM kits - Each contain 6 kits, science experiment projects and wooden building blocks

\$744.91 – Coast to Coast For Summer Reading participants

3 invoices

\$352.91 for 500 mood pencils

\$131.00 for 400 press on themed tattoos

\$261.00 for 500 themed stickers

\$429.92- Findaway for 9 Wonderbooks

On a motion by David Hickernell, seconded by Kathleen Norton, the trusted voted unanimously to pay the April bills totaling \$2,054.43.

OLD BUSINESS

The first order of Old Business was Fraud Policy.

This item is tabled until the next meeting.

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NEW BUSINESS

The first order of New Business was the process for filling a trustee vacancy.

Ms. Ducharme reported that when a trustee position is unfilled, per RSA 669:75, the authority to appoint a Library Trustee after a resignation falls to the Board of Selectmen. First, the selectman issue a Call for Candidates, then the selectmen interview the candidates. The person selected would fill the position until the next election in 2023. Then the person must run for office if they want to continue. The term would then be for the remaining term of Amy Wallace (March 2024).

The Second order of New Business was the 2022 Salem High School graduation.

On a motion by David Hickernell, seconded by Kathleen Norton, the trustees decided to close at 5:00 PM on Friday June 11, 2022 for SHS graduation.

DIRECTOR'S REPORT

The Trustees reviewed the report. Ms. Ducharme reported that the migration of Rogers Memorial Library went well. The ILS was offline for 2 and ½ days. None of the GMILCS libraries reported issues went we came back up. Rogers Memorial brings almost 48,000 items to the GMILCS catalog. This brings the GMILCS collection (digital and print) to 1,705,851.

TRUSTEE MATTERS

David Hickernell asked about the reimbursement process for registering for the 2022 NHLTA Annual Conference. Ms. Ducharme explained that copies of the registration and the payment are needed to issue the reimbursement.

PUBLIC MATTERS

Chris George expressed an interest in becoming a library trustee and was very interested in trustee duties and responsibilities. The trustees were happy to discuss the Board of Trustees role in the operation of Kelley Library.

DATE AND TIME OF NEXT MEETING

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

-Monday, May 23rd 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 6:18 PM.