

Library Trustees' Meeting  
April 5 2007

PRESENT: Martha Breen, Sally Gilman, Eleanor Strang, Jean Williams  
Mrs. Hartnett was unable to attend due to health issues.

Mrs. Breen called the meeting to order at 4:40 PM.

ELECTION OF OFFICERS

Mrs. Breen and Mrs. Gilman decided to postpone the election of officers until the next meeting, in the hope that Mrs. Hartnett would be able to participate.

MINUTES

On a motion by Mrs. Gilman, seconded by Mrs. Breen, the trustees voted 2-0 to accept as printed the minutes of the meeting of January 24, 2007.

TREASURER'S REPORT

The director reported that the balances in the trustees' accounts were as follows: \$31,952.58 in the checking account; \$4,865.11 in the Marois account; and \$11,270.24 in the Certificate of Deposit, for a total of \$48,087.93. She indicated that she had three bills, all for the renewal of museum passes, to be considered for payment from trustee funds: \$600.00 for the Discovery Museums; \$400.00 for the Boston Museum of Fine Arts; and \$50.00 for the Museum of New Hampshire History. On a motion by Mrs. Breen, seconded by Mrs. Gilman, the trustees voted 2-0 to pay these bills, totaling \$1,050.00, from trustee funds.

The director distributed and explained copies of the printout showing expenditures from the Operating Budget as of February 28, 2007. The printouts showed that \$198,763.92 had been expended at that point.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

The first item of New Business was Changes in the Town's Personnel Benefits. The director had emailed the trustees a summary of the changes which Town employees will experience, in addition to the 3% cost of living increase. The first change, which is taking effect in April for all Town employees, involves the cost-sharing of health insurance. Until now, the Town's share was based on 85% of the Blue Choice New England plan: whatever dollars that amounted to was the figure paid by the Town toward the three other plans. Now, the Town's share will be a specific percentage of each plan:

JY Plan: 80% paid by Town, 20% by employee

Blue Choice New England: 85% paid by Town, 15% by employee

Blue Choice New Hampshire: 90% paid by Town, 10% by employee

Matthew Thornton HMO: 95% paid by Town, 5% by employee

In addition to the change in the health insurance cost-sharing, there are additional changes affecting Town employees who are members of the SEA union, which is the union the library has typically mirrored. Sick leave buy-back for members of the SEA will be improved as follows: annual buy-back of unused sick days over 72 days will be at the ratio of 1 for 2 (instead of 1 for 3); and buy-back of the first 72 unused sick days, upon retirement or resignation after 7 years of employment, will be at the ratio of 1 for 1 (instead of 1 for 2). The final change is that SEA employees working 20-29 hours per week will become eligible for paid holidays, a floating holiday, and 3 personal days, on a pro-rated basis according to hours actually worked.

The trustees and administrators discussed these changes, noting that the library has typically based the benefits given to library employees on the benefits received by the members of the Town's SEA union. On a motion by Mrs. Gilman, seconded by Mrs. Breen, the trustees voted 2-0 to adopt the changes in personnel benefits for the employees of the library, and to use May as the starting point for the changes in the health insurance cost-sharing.

The second item of New Business was the Snowblower/Lawnmower. The director explained that the tractor onto which the custodians fasten the snowblowing and lawnmowing attachments has developed a serious mechanical problem which will cost approximately \$1,000.00 or more to fix. Even before the development of this problem, both custodians described the tractor as difficult to steer and control. It was also noted that having one tractor for both snow removal and lawn mowing has not worked out well. The director indicated that senior custodian Chris Colella recommends that the library acquire separate machines for lawnmowing and snowblowing, and has researched commercial-grade machines and obtained a quote for the brand he has concluded would be best. He will also obtain a quote from another vendor who sells a different brand of equipment. On a motion by Mrs. Breen, seconded by Mrs. Gilman, the trustees voted 2-0 that a lawnmower and snowblower be purchased with trustee funds, not to exceed a total of \$7,000.00. The existing equipment will be sold at auction along with other Town equipment.

The third item of New Business was the recent article in the Eagle Tribune regarding the Town's role in the Walking Way of the Cross, which is sponsored by the Greater Salem Council of Churches on Good Friday, and has for many years involved a group of people stopping at fourteen locations, including the central fire station, the library, and town hall. The fire chief, library director, and town manager traditionally do a reading for the group when it pauses in front of their respective buildings, and the article raised the question of whether that is appropriate. The director asked if the trustees see a problem with her doing this. The trustees indicated that they do not regard this as a problem.

#### DIRECTOR'S REPORT

The director discussed the "Food for Fines" drive, scheduled to take place from April 16 through April 28. She reported that the children's librarians have planned two events for School Vacation Week: "Celebrate Earth Day" on April 24 and "What's So Funny" on April 26. She reported that the public libraries in the state will be making Barnes and Noble vouchers available, and a percentage of the price of books purchased at the bookstore with these vouchers on April 20-21 will be donated to the New Hampshire Library Association's Great Stone Face awards program. She reported that the library's book group will be part of a live book discussion to be aired in June by New Hampshire Public Radio, and that the next event in the KLAS series will be "Take Time for Tea" on April 19. She reported that Kathleen Hachez has resigned as proctor, and that the custodians will fill that role for the remainder of this school year. The assistant director reported that the total number of unexpired library cards is 10,525: 8,745 adult and 1,780 juvenile.

#### TRUSTEE MATTERS

Mrs. Gilman, who is an officer in the Salem Women's Club, discussed the issue of the arrival time for the club's monthly meetings at the library. Their meetings currently are scheduled to begin at noon, but some members arrive before 11:30 to set up refreshments. However, there are story hours in that room until about 11:30, and then the room has to be cleaned. It was agreed that Mrs. Gilman will ask the group to start their meetings half an hour later to make the transition smoother.

#### DATE AND HOUR OF NEXT MEETING

The next meeting was scheduled for Thursday, May 10, 2007 at 4:30 PM at the library

On a motion by Mrs. Gilman, seconded by Mrs. Breen, the trustees voted 2-0 to adjourn at 5:40 PM.

Respectfully submitted,

Eleanor Strang, Director