

LIBRARY TRUSTEES' MEETING

January 11, 2011

PRESENT

Sally Gilman, Joan Fardella, Michele Garneau, and Alison Baker. Sally Gilman called the meeting to order at 4:05 PM. Martha Breen arrived at 4:10.

MINUTES

On a motion by Sally Gilman, seconded by Joan Fardella, the Trustees voted unanimously to accept the amended minutes from the December 9, 2010 meeting.

TREASURER'S REPORT

Ms. Baker reported the balances of the Trustees' accounts were as follows: \$34,979.87 in the Salem Co-op checking account, \$4,937.28 in the Marois Account, \$10,225.22 in the Certificate of Deposit, and \$4,580.78 in the Brock Trust Fund Interest account for a total of \$54,723.15.

There were two bills to consider: payment for the Currier Museum pass for \$65.00 and reimbursement to Alison Baker for the Holiday Tea food for \$175.41 for a total of \$240.41. On a motion by Mrs. Fardella, seconded by Mrs. Gilman, the Trustees unanimously voted to accept the balances as reported and pay the bills for a total of \$240.41.

There was no expense report to review.

OLD BUSINESS

The first item of Old Business was the Employee Handbook. On a motion by Mrs. Gilman, seconded by Mrs. Fardella, the trustees voted unanimously to accept the handbook as written.

The second item of Old Business was Warrant Articles. The trustees reviewed the memo to the budget committee and directed Ms. Baker to include back-up material about the roof costs. The trustees reviewed the next few months' schedule in terms of the budget process.

NEW BUSINESS

The first order of New Business was an addition to Policy 6. The trustees reviewed the addition as well as the matching amendment to Employee Handbook. On a motion by Mrs. Gilman, seconded by Mrs. Fardella, the trustees voted unanimously to the addition of section 6.5 relating to work hours during catastrophic events.

The second order of New Business. The trustees discussed the press coverage of the new town manager, the timetable for his arrival in Salem and related topics. The trustees discussed inviting the town manager to introduce him to the trustees and the library.

The third order of New Business was the annual report. Ms. Baker distributed copies of the annual statistics and the Director's Report. The trustees discussed topics to be included in the Trustee Report. Mrs. Fardella agreed to write the report.

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DIRECTOR'S REPORT

Ms. Baker distributed her report and discussed the highlights. Ms. Baker discussed some of the recent changes in the library. Most library users are very happy with the changes. Ms. Garneau and Ms. Baker discussed some of the highlight programs in the past month.

TRUSTEE MATTERS

Mrs. Gilman announced that she will not be seeking reelection to the board, believing in term limits. She said she had enjoyed the past 6 years on the board, but it was time for a change.

PUBLIC MATTERS

There were no public matters.

NON-PUBLIC SESSION:

At 5:02, Mrs. Gilman made the motion that the trustee move to a non-public session pursuant to RSA 91A:32a, discussion of personnel matters concerning performance. Mrs. Fardella seconded, the trustees were individually polled and all voted to open a non-public session.

At 5:41, the board returned to open session.

DATE AND TIME OF NEXT MEETING

The date and time for the next meeting was set as: February 15th at the library at 4:00 PM. There will be a non-public session immediately following the meeting.

On a motion by Mrs. Gilman, seconded by Mrs. Fardella, the Trustees voted unanimously to adjourn the meeting at 5:44 PM.