

## LIBRARY TRUSTEES' MEETING

March 27, 2014

### PRESENT

Kathleen Norton, Martha Breen, Natalie Ducharme, and Alison Baker were present. Kathleen Norton called the meeting to order at 7:02 PM.

### MINUTES

On a motion by Martha Breen, seconded by Kathleen Norton, the Trustees voted to accept the minutes for the February 19 and February 27, 2014 meetings as printed.

### TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows: \$44,399.39 in the Salem Co-op checking account and \$10, 647.04 in the Certificate of Deposit, \$7, 386.34 in the Brock Trust Account and \$4,111. 47 in the Marois Fund account, for a total of \$66,544.24.

There was 1 bill for consideration:

American Independence Museum (pass)	\$50.00
<b>Total Bills</b>	<b>\$50.00</b>

On a motion by Martha Breen, seconded by Kathleen Norton, the Trustees voted unanimously to accept the Treasurer's report and pay the American Independence Museum bill as presented.

The Trustees reviewed the treasurer's spreadsheet for February 2014 report. The Trustees then reviewed the expenditure reports from the Town of Salem for January and February 2014. There were no budget figures on the expenditure report as the 2014 budget had not been approved at that time.

### OLD BUSINESS

The first order of old business was the Call for Candidate. The Trustees reviewed the three letters of application for the position. After some discussion, the Trustees decided to conduct interviews on Saturday, April 12<sup>th</sup> starting at 9AM. Ms. Ducharme will call to schedule the candidates for that morning. The Trustees then brainstormed on questions to ask the candidates. Kathleen Norton will put together a list based on the discussion.

### NEW BUSINESS

The first item of New Business was the Officer Elections. On a motion by Martha Breen, seconded by Kathleen Norton, the Trustees voted unanimously to have Kathleen Norton serve as Chair. On a motion by Kathleen Norton, seconded by Martha Breen, the Trustees voted unanimously to have Martha Breen serve as Vice Chair. Martha Breen will continue to act as Treasurer until a new member is appointed by the Selectmen

The second item of New Business was the Way of the Cross. Ms. Baker distributed copied of the letter requesting that the Trustees approve the Way of the Cross procession to stop at the library. After mentioning concerns about the group blocking access at the front entrance, the Trustees decided to approve the stop, but, in the interest of safety and

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access, to request that the group move to the grassy area at the corner of Main and Geremonty, or to go down into the lower parking lot.

The third item of New Business was a late addition and involved approval of the budgeted raises of 2.5% for staff. Ms. Baker explained that Rena Webster at Payroll needed a signed note from the Trustees concerning the raise for her records. Since the raise was part of the budget that passed, the Trustees signed the note.

### **DIRECTOR'S REPORT**

Ms. Baker distributed her report and discussed the highlights.

### **TRUSTEE MATTERS**

There were no Trustee Matters

### **PUBLIC MATTERS**

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

The date and time for the next meeting was set for April 24<sup>th</sup> at 7 PM at the library.

On a motion by Martha Breen, seconded by Kathleen Norton, the Trustees voted unanimously to adjourn the meeting at 7:56 PM.