

# LIBRARY TRUSTEES' MEETING

June 26, 2023

5:30 PM

## PRESENT

David Hickernell, Chris George, Laura Stevens, and Natalie Ducharme. Chris George called the meeting to order at 5:37 PM.

## MINUTES

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to accept the minutes for May 24, 2023.

## TREASURER'S REPORT

The trustees reviewed the May treasurer's report.

### *May*

*Balances in Board of Trustees' accounts are as follows:*

Checking Account (Salem Co-op Bank)	\$59,686.99
Certificate of Deposit (Salem Coop Bank)	\$11,276.99
Subtotal	\$70,963.98

Brock Trust Fund Interest Acct (Salem Coop)	\$8573.19
Subtotal	\$ 8,573.19

***Total Board of Trustees' Funds***      \$79,537.17

There is 1 bill for consideration this month

Pay invoice of \$30.99 to Amazon. It is a bill for 1 book – Smithsonian Natural History: DK Definitive Visual Encyclopedia. The Salem NH Area Women's Club made a \$40.00 donation in memory of Sandra DeBronkart for this purchase. Sandra's family requested this title in her memory.

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to pay the bill.

On a motion by David Hickernell, seconded by Chris George, the trustees unanimously accepted the amended Treasurers Report.

## OLD BUSINESS

*The first order of Old Business was Reconsideration Policy.*

After reviewing the revised draft the trustees voted unanimously to accept the updated Reconsideration Request Policy. David Hickernell made the first motion and Chris George seconded it.

*The second order of Old Business was Events and Programs Policy.*

The trustees reviewed and made recommendations regarding this policy. A revised draft will be brought to the next meeting for further discussion.

# LIBRARY TRUSTEES' MEETING

June 26, 2023

5:30 PM

*The third order of Old Business was Update to heating system conversion project.*

The asbestos removal has been completed. The old boiler was removed. The new gas burners were placed in position. The underground oil tank was drained, cleaned and removed. The next steps are the attaching the pipes from the new burner to the existing ductwork, Unitil drilling the underground connection and receiving the soil test results from the state

## **NEW BUSINESS**

*The first order of New Business was Memo to Town to move funds from the Library Building Capital Reserve Fund.*

The trustees had a brief discussion regarding the dollar amount to authorize. On a motion by David Hickernell, seconded by Chris George, the trustees unanimously voted to authorize up to \$17,000 to be disbursed for the heating system replacement project. The trustees also signed the Memo to the Trustee of the Trust Funds to allow the funds to be disbursed.

## **DIRECTOR'S REPORT**

Ms. Ducharme presented the May Director's Report.

## **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 24, 2023 at 5:30 PM in the Conference Room

## **ADJOURNMENT**

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to adjourn the meeting at 7:15 PM.