

LIBRARY TRUSTEES' MEETING

January 24, 2022

5:30 PM

PRESENT

Kathleen Norton, Martin Isaks, Amy Wallace Natalie Ducharme and Laura Stevens. Kathleen Norton called the meeting to order at 5:31 PM.

MINUTES

On a motion by Martin Isaks, seconded by Amy Wallace, the Trustees unanimously decided to accept the minutes for December 13, 2021.

TREASURER'S REPORT

The trustees reviewed the printed copies of the following; annual report, the statement from Clafeld regarding the Mary Brock Trust, Salem Co-operative Bank's Certificate of Deposit.

The trustees reviewed the printed copies of the December Treasurer's Report

Balances in trustee's accounts are as follows:

Checking Account (Salem Coop Bank)	\$58,778.90
Certificate of Deposit (Salem Coop Bank)	\$11,166.12
Subtotal	\$69,945.05
Brock Trust Fund Interest Acct (Salem Coop)	\$ 8,430.97
Subtotal	\$ 8,430.97
Total Trustee Funds	\$78,375.99

There was one bill to pay

Findaway – for 1 Wonderbook - \$49.98

On a motion by Martin Isaks seconded by Amy Wallace the trustees voted unanimously to bill totaling \$49.98

OLD BUSINESS

The first order of Old Business was Fraud Policy.

This item is tabled until the next meeting.

The second order of Old Business was Security Camera Policy and the Circulation Policy.

The trustees reviewed the revised draft of the Security Camera Policy. On a motion by Amy Wallace that was seconded by Martin Isaks the trustees voted unanimously to adopt the Security Camera Policy.

LIBRARY TRUSTEES' MEETING

January 24, 2022

5:30 PM

The trustees also reviewed the revised draft of the Circulation Policy. On a motion by Amy Wallace that was seconded by Martin Isaks the trustees voted unanimously to adopt the Circulation Policy.

The third order of Old Business was the LED Lighting Conversion

Ms. Ducharme reported that she is waiting on more information from LED Conversations and an updated proposal from Liberty regarding their Energy Efficiency Program.

The fourth order of Old Business was Citizen's Petitions

The trustees discussed the budget process and how the petitions were being reviewed by the Budget Committee and the Board of Selectmen.

The fifth order of Old Business was Deliberative Session

The trustees reviewed the 2022 budget and date and time of the deliberative session.

The Sixth order of Old Business was Annual Review

The trustees completed the Annual Review

NEW BUSINESS

The first order of New Business was Public Internet Policy and Collection Development Policy.

The trustees began reviewing these policies and recommended changes presented by Ms. Ducharme.

DIRECTOR'S REPORT

Ms. Ducharme presented the yearly documents for review and inclusion in 2021 Salem Town Report.

TRUSTEE MATTERS

There were no Trustee matters.

PUBLIC MATTERS

David Hickernell expressed an interest in supporting libraries and becoming a candidate for library trustee.

DATE AND TIME OF NEXT MEETING

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

-Monday, February 14th at 5:30PM at Kelley Library, Beshara Room

NON-PUBLIC MEETING

Amy Wallace moved that the Trustees move into a non-public session pursuant to RSA 91A:311a, pertaining to personnel. Martin Isaks seconded. Kathleen Norton asked for a roll call vote: Martin Isaks voted in the affirmative. Amy Wallace voted in the affirmative and Kathleen Norton voted in the affirmative. The motion to move into non-public session passed and the Trustees moved into non-public session at 6:22PM.

ADJOURNMENT

Having come out of non-public session at 6:50 PM, on a motion Martin Isaks, seconded by Amy Wallace, the Trustees voted unanimously to adjourn the meeting at 6:51 PM.