

LIBRARY TRUSTEES' MEETING

February 6, 2013

PRESENT

Martha Breen, Annette Cooke, Kathleen Norton, Michele Garneau and Alison Baker were present. Martha Breen called the meeting to order at 5:39 PM.

MINUTES

On a motion by Kathleen Norton, seconded by Annette Cooke, the Trustees voted unanimously to accept the minutes of December 18, 2012.

TREASURER'S REPORT

Ms. Baker reported the balances of the Trustees' accounts were as follows: \$43,827.32 in the Salem Co-op checking account and \$10,571.68 in the Certificate of Deposit, \$7,462.37 in the Brock Trust Account and 4,956.40 in the Marois Fund account, for a total of \$66,817.77.

There were five bills to consider for a total of \$3,698.31:

Sunnytech Inc (teen computers)	\$1,880.00
K-Log (teen furniture)	\$ 684.53
Ingram (teen audiobooks)	\$ 818.78
Strawbery Banke (museum pass)	\$ 250.00
Currier Museum of Art (museum pass)	\$ 65.00

On a motion by Annette Cooke, seconded by Kathleen Norton, the Trustees voted unanimously to pay the five bills for a total of \$3,698.31.

The Trustees reviewed the final 2012 accumulating financial report for the Trustee Funds. This report had been used on a trial basis in 2012, and the Trustees asked for it to be continued in 2013 as it has been helpful.

OLD BUSINESS

The first order of Old Business was the budget and warrant articles. There was a brief discussion of the 1st Deliberative and the importance of encouraging voters to support the 2013 proposed Town of Salem budget.

The second order of Old Business was the Teen Space use policy. The Trustees had received the proposed policy in December to review for vote. On a motion by Annette Cooke, seconded by Kathleen Norton, the Trustees voted unanimously to accept the policy as written.

There was a brief discussion of the newly opened Teen Space and the nice coverage in the Eagle Tribune. Ms. Baker reported that the teens had been using the room very actively from the day it had opened.

NEW BUSINESS

The first item of New Business was the release of Trust Funds. The Trustees signed the release of \$108.80 from the John Bailey Fund, and \$22.19 from the Council of Fine Arts

LIBRARY TRUSTEES' MEETING

February 6, 2013

Fund. These funds for the library were administered by the Town of Salem and were used to offset the annual Library budget. The Trustees signed the release of funds from the Employee Separation fund to cover the 2012 resignation of Catherine Cloutier.

The second item of New Business was the Library's annual report. The Trustees reviewed the annual statistics, the Director's report and the Trustee report for 2012. These documents had been submitted for inclusion in the 2012 Town Report.

The third item of New Business was the new Youth Services Librarian. Ms. Baker reported that Brittany Tuttle had been hired and had started Monday with the opening of the Teen Space. Ms. Tuttle had impressed the interviewing team and has already shown her value in just a few days. Ms. Tuttle has a double Masters in Library Science and Children's Literature from Simmons.

The fourth item of New Business was HB-436. Ms. Baker had prepared background materials concerning this house bill that is currently in committee. HB-436 is recommending a change in the governance of public libraries in New Hampshire. After discussion, the Trustees asked Ms. Baker to keep them abreast of developments.

DIRECTOR'S REPORT

Ms. Baker distributed her report and discussed the highlights.

TRUSTEE MATTERS

Mrs. Cooke asked about the bonding the Trustees had applied for in 2012, specifically if it had gone through and what it specifically covered. Ms. Baker was asked to find out and report back to the board.

PUBLIC MATTERS:

There were no public matters.

NON-PUBLIC SESSION:

At 6:17 PM, Kathleen Norton made the motion that the trustee move to a non-public session pursuant to RSA 91A:3IIa, pertaining to personnel. Annette Cooke seconded. Mrs. Breen asked for a roll call vote: Annette Cooke voted in the affirmative, Kathleen Norton voted in the affirmative, and Martha Breen voted in the affirmative. The motion passed.

DATE AND TIME OF NEXT MEETING

The date and time for the next meeting was set for March 20th at the library at 5:30 PM.

On a motion by Annette Cooke, seconded by Kathleen Norton, the Trustees voted unanimously to adjourn the meeting at 6:29 PM.