

LIBRARY TRUSTEES' MEETING

September 17, 2018

PRESENT

Kathleen Norton, Cindy Jury, Martin Isaks, Natalie Ducharme, and Alison Baker were present. Kathleen Norton called the meeting to order at 5:30 PM.

MINUTES

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees unanimously voted to accept the minutes for the August 29, 2018 public meeting.

TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows:

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|---|--------------------|
| Checking Account (Salem Coop Bank) | \$ 46,382.93 |
| Certificate of Deposit (Salem Coop Bank) | \$ 10,873.89 |
| Subtotal | \$57,256.82 |
| | |
| Brock Trust Fund Interest Acct (Salem Coop) | \$10,033.16 |
| Marois Bequest Account (Salem Coop Bank) | \$ 1,023.71 |
| Subtotal | \$ 11,056.87 |
| | |
| Total Trustee Funds | \$68,313.69 |
| | |
| Aviation Museum of NH (Museum Pass) | \$ 75.00 |
| Museum of Fine Arts, Boston (Museum Pass) | \$ 475.00 |
| Museum of Science, Boston (Museum Pass) | \$ 700.00 |
| Isabella Stewart Gardner Museum (Museum Pass) | \$ 195.00 |
| | |
| Total Bills | \$1,445.00 |

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the Treasurer's report and pay the bills as presented.

The Trustees reviewed the spreadsheet version of the Treasurer's report. The expenditure report for August had not yet been released by the Finance Department.

OLD BUSINESS

The first order of Old Business was 2019 Budget

Ms. Baker reported that the budget had been submitted and received. The Selectmen will review on October 10th.

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The second order of Old Business was the Facility Projects

Ms. Baker reported that the HVAC project had been completed and that the work had taken longer than expected. One of the workers using a blowtorch had set off the fire alarms, providing the staff with an opportunity for a fire drill.

Ms. Baker reported that the Town Manager had agreed to the request to award the flooring contract to the second lowest bid, based on the lack of documentation and lack of response when asked for more detail by the lowest bidder. Town is moving forward with the award/notification process.

Ms. Baker reported on some of the facility problems due to animals – a vole infestation with voles entering the building, and a wasp nest reported in one of the light poles. She said that both had been treated successfully.

The third order of Old Business was CD Shelving

Ms. Baker reported that on review, she had decided to work with the old unit, possibly carpeting around it if it still can't be moved.

The fourth order of Old Business was Wood Carving

Ms. Baker reported that she had not heard back from a Salem carver, and she would follow up on him and, depending on his answer, contact a carver recommended by the director of the Goffstown Library. She expressed her concern that the stump may be too small (height and girth) for this kind of carving.

NEW BUSINESS

The only order of New Business was Salemfest

Ms. Baker talked about Salemfest and the library sale. Most of the books and puzzles on sale were purchased, leaving just enough for some back stock. The bookmarks for coloring had been popular as well. She envisioned the Library's participation in the future to focus more on highlighting what other than books is at the Library.

Cindy Jury brought up several topics related to Salemfest. As an exhibitor she had received some negative feedback concerning the support by Library staff. Ms. Baker will investigate further and be ready for 2019.

A participant also approached Cindy Jury concerning creating a Friends of the Library for Kelley. There was an extensive discussion. Ms. Baker reported that she had documentation already printed about creating a Friends as well as setting up a non-profit in NH. Cindy Jury expressed hope that funds raised by such a group could address the current condition and state of the public bathrooms. She will refer the interested individual to contact Ms. Baker directly.

DIRECTOR'S REPORT

The Trustees reviewed the printed report. Kate Norton asked about the BiblioCommons Taskforce, and Ms. Baker explained at length. The Taskforce is charged with evaluating BiblioCommons, a PAC overlay, for GMILCS.

TRUSTEE MATTERS

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Cindy Jury requested that local children's book author Mark Hoffman be highlighted at the library due to his exceptional writing and illustration. She asked that the Library purchase a copy of all his books, offering to personal pay for any we can't afford. Additionally she asked that he be invited to do some sort of program for the Library and that his work be showcased in our marketing. Ms. Baker will make sure the titles are purchased as a local author and arrange a program.

Martin Isaks asked the Trustees step in and ban food and drink from the library. He mentioned two incidents (spilled soda at the computers and someone eating a meal) as examples. Ms. Baker said the intent was that food and drink was to be limited to covered beverages and snack size food. The Trustees discussed the whole matter at great length. No final decision was reached, but as an interim, Ms. Baker will reinforce the food/drink policy and enforcement, and the policy will now include no food or drink at the computers.

PUBLIC MATTERS

There were no Public Matters

DATE AND TIME OF NEXT MEETING

The Trustees set the date and time for the next meeting for October 29th at 5:30 PM at the library.

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to adjourn the meeting at 6:51 PM.