

Library Trustees' Meeting  
October 11, 2007

PRESENT: Rosemarie Hartnett, Martha Breen, Sally Gilman, Eleanor Strang, Jean Williams

Mrs. Breen called the meeting to order at 4:35 PM.

MINUTES

On a motion by Mrs. Hartnett, seconded by Mrs. Gilman, the trustees voted unanimously to accept as printed the minutes of the meeting of September 6, 2007.

TREASURER'S REPORT

The director reported that the balances in the trustees' accounts were as follows: \$8,829.75 in the checking account; \$4,878.61 in the Marois account; and \$11,659.33 in the Certificate of Deposit, for a total of \$25,367.69. She indicated that there were two bills to consider for payment from trustee funds: \$5,940.00 to Embree Elevator for the new motor for the elevator; and \$600.00 to renew the library's pass to the Museum of Science. On a motion by Mrs. Hartnett, seconded by Mrs. Gilman, the trustees voted unanimously to pay these bills, totaling \$6,540.00, from trustee funds.

OLD BUSINESS

The first item of Old Business was the Request for Meeting Room Use. The trustees and administrators discussed the legal opinion which the director had obtained from Attorney Kimberly Hallquist of the Local Government Center regarding policies on meeting room use in libraries. After discussion, on a motion by Mrs. Gilman, seconded by Mrs. Hartnett, the trustees voted unanimously to amend the library's Meeting Room Policy by deleting the following paragraph: "Duly constituted Salem continuing political groups may use the room, but any committee for the advancement of an individual's success in a political campaign shall be denied such use." The director will communicate this change to the person who had requested use of the room to enable a representative of a Presidential candidate to explain his candidate's positions. She will also explain that the policy requiring that attendance be limited to 25 still remains in effect.

The second item of Old Business was the Capital Improvements Program. The director distributed the page from the CIP Committee's draft report, in which the library's proposal that \$100,000 be added to the Town Center Land Acquisition Trust Fund in 2008 was given a rating of 1.57, based on the committee's concern that "regardless of the past issues of negotiations, the current status is not sufficiently clear to invest funds." The consensus of the trustees was not to pursue the matter further at this time. Mrs. Hartnett stated that the trustees have heard from the CIP Committee, but are hopeful that, in the event the property next to the library becomes available, the monies already in the Town Center Land Acquisition Trust Fund can be used to start the process of securing it for the Town.

The third item of Old Business was the Budget for 2008. The director indicated that the Budget Committee's preliminary voting is scheduled for November 7, continuing to November 8 if necessary.

NEW BUSINESS

The only item of New Business was the Holiday Observance for Christmas Eve and New Year's Eve, given the fact that they fall on Mondays. The director and assistant director summarized the library's past practice and the plans of local public libraries for those days. After discussion, on a motion by Mrs. Hartnett, seconded by Mrs. Gilman, the trustees unanimously voted that the library will close at 2:00 PM on Christmas Eve, December 24, and at 5:00 PM on New Year's Eve, December 31.

DIRECTOR'S REPORT

The director reported that Mr. Tahir of Aris Management, the roof consultant recommended by the architect whom the library has often used, had examined the condition of the library's roof in detail. He had concluded that the roof was not in imminent need of replacement, and he reported that "with just a little care and unless unexpected harsh weather prevails, we expect this roof to last a few more years (more than 2 years)."

The director reported that Robert Finlay, a New Hampshire businessman, has offered awards of \$25,000 to the three museums and libraries in the state that increase their membership the most. There are many unanswered questions, such as to whether this will be determined based on population, and the New Hampshire State Librarian has indicated that he will attempt to get more information about this offer and relay it to the state's libraries.

The director suggested that, since trustee funds are currently at a relatively low ebb due to the elevator expenses, this might be a good time to pursue an evaluation of the autograph books the library has, with a view toward possibly selling them. She suggested that she could contact Ken Gloss of the Brattle Book Shop in Boston, since he is an acknowledged authority on the value of paper collectibles. It was agreed that she would do so, and Mrs. Hartnett indicated that she will also contact a person she knows who is knowledgeable in this area.

The director summarized publicity the library has recently received: a front-page article in the Eagle Tribune regarding the Big Read events, and articles in all three local papers about the book sale held by the library during Salemfest. She indicated that about 500 bags of books were sold, which represents about 8,500 books. Finishing the director's report, she reported that the night custodian had stepped in a hole in the grassy area on the back side of the building, wrenching his leg, and therefore was on light duty.

The assistant director reported that two new pages have been hired so far this fall, with two more about to be hired shortly. She reported that the total number of unexpired cards is 10,525: 8,811 adult and 1,714 juvenile.

#### TRUSTEE MATTERS

Mrs. Hartnett extended praise to the administrators for a good job on the budget, and to the staff who maintain the grounds and flowers for the attractiveness of the outside of the building, and the other trustees agreed.

#### DATE AND HOUR OF NEXT MEETING

The next meeting was scheduled for Thursday, November 15, 2007 at 4:30 PM at the library.

On a motion by Mrs. Hartnett, seconded by Mrs. Gilman, the trustees voted unanimously to adjourn at 5:55 PM.

Respectfully submitted,

Eleanor Strang, Director