

LIBRARY TRUSTEES' MEETING  
July 24, 2018

**PRESENT**

Kathleen Norton, Cindy Jury, Martin Isaks, Natalie Ducharme, and Alison Baker were present. Kathleen Norton called the meeting to order at 4:00 PM.

**MINUTES**

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted to accept the minutes for June 13, 2018.

**TREASURER'S REPORT**

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

Checking Account (Salem Coop Bank)	\$ 48,524.48
Certificate of Deposit (Salem Coop Bank)	\$ 10,866.53
Subtotal	\$59,391.01
Brock Trust Fund Interest Acct (Salem Coop)	\$ 8,056.19
Marois Bequest Account (Salem Coop Bank)	\$ 1,023.53
Subtotal	\$ 9,079.72
<b>Total Trustee Funds</b>	<b>\$68,470.73</b>
Zoo New England (Museum Pass)	\$ 400.00
Sensource (people counting system)	\$3,423.86
<b>Total Bills</b>	<b>\$3,823.86</b>

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.

Ms. Baker reported that the library had received the annual payment from the Brock Trust. This year's was \$1,976.25.

The Trustees looked over the letter from the State about the retirement of Terry Knowles. They will no longer be offering the training for Trustees that Terry had done in the past.

The Trustees reviewed the spreadsheet version of the Treasurer's report. They then reviewed the expenditure report for June 2018.

**OLD BUSINESS**

*The first order of Old Business was New Hires*

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Ms. Baker reported that the two planned hires had starting work within the past few weeks, and both were working out very well. In addition, a prior employee had been rehired to fill the unexpected departure of one of the part time staff. The rehire was coming up to speed very well.

## *The second order of Old Business was the Book Sale/Donations*

Per the email discussion early in the month, Ms. Baker reported that we had announced the library would no longer be accepting book donations. There was a discussion about options for filling the Beshara Room during the SalemFest sale. Kate Norton suggested the Farmer's Market and Ms. Baker will pursue this option.

## **NEW BUSINESS**

### *The only order of New Business was 2019 Operating Budget*

Ms. Baker distributed copies of the initial proposed budget and the narrative version to the trustees. Ms. Baker pointed out some changes, particularly the inclusion of the second part of the smoke detector update project in the budget rather than a Warrant Article. This was to match the expectations of the Selectmen and Budget Committee. The budget will be revisited at the next meeting.

## **DIRECTOR'S REPORT**

The Trustees reviewed the printed report.

## **TRUSTEE MATTERS**

Martin Isaks asked that all the public computer keyboards be checked for wear and to replace as necessary. He also asked about how the library gets Internet access. Ms. Baker explained at length.

Kate Norton suggested that a museum pass to the new indoor play outlet in Salem, Kids World, be explored.

Ms. Baker will follow through on all the recommendations from the Trustees.

## **PUBLIC MATTERS**

There were no Public Matters

## **NON-PUBLIC SESSION**

At 4:47 PM, Cindy Jury made the motion that the Trustees move to a non-public session pursuant to RSA 91A:311a, pertaining to personnel. Martin Isaks seconded. Cindy Jury asked for a roll call vote: Cindy Jury voted in the affirmative, Martin Isaks voted in the affirmative, and Kate Norton voted in the affirmative. The motion passed. Natalie Ducharme excused herself from the rest of the meeting.

The Trustees moved into non-public at 4:47 PM and returned to public session at 5:12.

## **DATE AND TIME OF NEXT MEETING**

The Trustees set the date and time for the next meeting for August 29<sup>th</sup> at 5:30 PM at the library.

On a motion by Martin Isaks, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 5:19 PM.