

# LIBRARY TRUSTEES' MEETING

February 15, 2021

5:30 PM

## PRESENT

Kathleen Norton, Martin Isaks, Natalie Ducharme. Kathleen Norton called the meeting to order at 5:30 PM.

## MINUTES

On a motion by Martin Isaks, seconded by Kate Norton, the Trustees voted unanimously to accept the public meeting minutes for January 11, 2021

## TREASURER'S REPORT

The Trustees reviewed 3 reports, 2020 year end, 2020 year end summary, and the Feb 15, 21 current report. Ms. Ducharme reported the balances as follows:

Balances in trustee's accounts are as follows

|  |             |
|--|-------------|
| Checking Account (Salem Co-op Bank)          | \$58,981.03 |
| Certificate of Deposit (Salem Co-op Bank)    | \$11,128.68 |
| Subtotal                                     | \$70,109.91 |
| <br>   |             |
| Brock Trust Fund Interest (Salem Co-op Bank) | \$8,373.32  |
| Subtotal                                     | \$8,373.32  |
| Total Trustee Funds                          | \$78,483.03 |

Bills for Consideration There were no bills

## OLD BUSINESS

*The first order of Old Business was the annual review of monthly topics*

Upon review, the trustees made no changes to the monthly topics for the year.

*The second order of Old Business was the renaming of the Conference Room*

Ms. Ducharme is trying to determine Ms. Breen's length of service.

*The third order of Old Business was the reopening status*

Ms. Ducharme reported on the soft re-opening in the last week in January and the promoted opening the first week in February. Public hours are now available on Saturdays. Users are happy to be able to use the building again.

*The Fourth order of Old Business was the Assistant Director position*

Ms. Ducharme reported that Laura Stevens has been promoted to Assistant Director. Ms. Ducharme appreciated Kate Norton's participation in the interview process.

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## **NEW BUSINESS**

*The first order of New Business was Reaffirmation of the Investment Policy*

The trustees reviewed the Investment Policy. On a motion by Martin Isaks and seconded by Kate Norton, the Trustees voted unanimously to reaffirm the Investment Policy.

*The second order of New Business was the plan to welcome the new trustee*

The trustees directed Ms. Ducharme to prepare a presentation regarding trustee funds for the next trustee meeting. Ms. Ducharme was also directed to have information regarding new library trustee orientation ready for the next trustee meeting.

## **DIRECTOR'S REPORT**

The Trustees reviewed the printed report for January.

## **TRUSTEE MATTERS**

There were no Trustee matters.

## **PUBLIC MATTERS**

There were no public matters.

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

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

-Monday March 29 at 5:30PM via Zoom

## **ADJOURNMENT**

On a motion Martin Isaks, seconded by Kate Norton, the Trustees voted unanimously to adjourn the meeting at 6:18 PM.