

# LIBRARY TRUSTEES' MEETING

April 17, 2023

5:30 PM

## PRESENT

Kathleen Norton, David Hickernell, Chris George, Laura Stevens, and Natalie Ducharme. Kathleen Norton called the meeting to order at 5:35 PM.

## MINUTES

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to accept the amended minutes for March 20, 2023.

## TREASURER'S REPORT

The trustees reviewed the April treasurer's report which included the trust fund check of \$181.23 from Town Hall. The check reflects interest income from the Council on Fine Arts Fund and the John Bailey Fund.

### **March**

*Balances in the Board of Trustees' accounts are as follows:*

Checking Account (Salem Coop Bank)	\$60,432.36
Certificate of Deposit (Salem Coop Bank)	\$11,239.39
Subtotal	\$71,671.75

Brock Trust Fund Interest Acct (Salem Coop)	\$8,572.48
Subtotal	\$ 8,572.48

***Total Board of Trustees' Funds***      \$80,244.23

There is 1 bill for consideration this month

It was an invoice for \$1213.83 from Coast to Coast Solutions for the purchase of 500 coloring totes for summer reading and school outreach programs.

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to pay the bill from Coast to Coast Solutions.

On a motion by David Hickernell, seconded by Chris George, the trustees unanimously accepted the Treasurers Report.

## OLD BUSINESS

*The first order of Old Business was Collection Development Policy.*

After a brief discussion, the trustees voted unanimously to accept the revised policy.

*The second order of Old Business was Reconsideration Policy.*

The first draft of this policy was presented and discussed. The discussion will continue next month.

*The third order of Old Business was Meeting Room Policy.*

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*The Fourth order of Old Business was 2022 Audit.*

Ms. Ducharme stated that there no information yet on the audit.

## **NEW BUSINESS**

*The first order of New Business was Programs and Events Policy.*

The first draft of this policy was presented and discussed. The discussion will continue next month.

## **DIRECTOR'S REPORT**

Ms. Ducharme reviewed the Director's Report for March. She mentioned that the library failed it safety review from the fire departments. Minor updates including power adaptors, an exit sign, etc. are needed to bring the library up to code. The Senior Custodian is working on this. The library will be inspected again within the next 2 weeks and is expecting to pass the safety review.

## **TRUSTEE MATTERS**

The trustees discussed an email regarding Mango Languages subscription ending. Ms. Ducharme stated the usage vs. cost factored into this service not being renewed. This service will be revisited again in the fall.

## **PUBLIC MATTERS**

There were no public matters.

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

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

-Tuesday, May 23, 2023 at 5:30 PM

## **ADJOURNMENT**

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to adjourn the meeting at 7:14 PM.