

# LIBRARY TRUSTEES' MEETING

November 14, 2022

5:30 PM

## PRESENT

Kathleen Norton, David Hickernell, Chris George, Natalie Ducharme and Laura Stevens. Kathleen Norton called the meeting to order at 5:52 PM.

## MINUTES

On a motion by David Hickernell, seconded by Chris George, the trustees unanimously voted to accept the minutes for September 6, 2022.

## TREASURER'S REPORT

The trustees reviewed both the September and October treasurer's reports.

### **September**

*Balances in trustee's accounts are as follows:*

Checking Account (Salem Coop Bank)	\$59,243.20
Certificate of Deposit (Salem Coop Bank)	\$11,187.28
Subtotal	\$70,430.48
Brock Trust Fund Interest Acct (Salem Coop)	\$10,570.02
Subtotal	\$ 10,570.02
<b>Total Trustee Funds</b>	<b>\$81,000.50</b>

There are no bills for consideration this month.

### **October**

*Balances in trustee's accounts are as follows:*

Checking Account (Salem Coop Bank)	\$59,618.81
Certificate of Deposit (Salem Coop Bank)	\$11,189.65
Subtotal	\$70,808.46
Brock Trust Fund Interest Acct (Salem Coop)	\$10,570.47
Subtotal	\$ 10,570.47
<b>Total Trustee Funds</b>	<b>\$ 81,378.93</b>

There are 1 bills for consideration this month and 1 reimbursement authorization.

\$699.00 reimbursement authorization for Princh wireless printing  
\$400.00 donation from the Salem NH Council on Aging to be used for the purchase of a shopping cart, Magnifier for seniors, Large Print activity books

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On a motion by David Hickernell, seconded by Chris George, the trustees unanimously voted to accept the September and October Treasurer's Reports, authorize the Princh reimbursement of \$699.00 and directed Ms. Ducharme to spend up to \$400.00 to materials for seniors.

The Board of Trustees thanked the Salem Council on Aging for their \$400.00 donation.

## **OLD BUSINESS**

*The first order of Old Business was Fraud Policy.*

The trustees reviewed the revised Fraud Policy brought forward by Ms. Ducharme. On a motion by David Hickernell, seconded by Chris George, the trustees unanimously voted to accept the Fraud Policy

*The second order of Old Business was Abuse of Office Policy.*

The trustees reviewed the revised Abuse of Office Policy and an additional recommended change was discussed. On a motion by David Hickernell, seconded by Chris George, the trustees unanimously voted to accept the amended Abuse of Office policy.

## **NEW BUSINESS**

*The first order of New Business was Citizen's Petition for the Remainder of the funds for the Boiler replacement project.*

Different types of Citizen's Petitions were discussed. Ms. Ducharme reached out to the town manager for his input. Ms. Ducharme distributed notes from a meeting with the Senior Custodian regarding the steps involved with this project for the trustees to review.

## **DIRECTOR'S REPORT**

Ms. Ducharme presented the Director's Report for September.

## **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:

-Tuesday, December 13th at 5:30PM at Kelley Library, Beshara Room

## **ADJOURNMENT**

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to adjourn the meeting at 7:1+9 PM.