

LIBRARY TRUSTEES' MEETING

March 20, 2023

5:30 PM

PRESENT

Kathleen Norton, David Hickernell, Chris George and Natalie Ducharme. Kathleen Norton called the meeting to order at 5:31 PM.

MINUTES

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously 3 -0 to accept the amended minutes for February 13, 2023.

TREASURER'S REPORT

The trustees reviewed the February treasurer's report.

February

Balances in trustee's accounts are as follows:

Checking Account (Salem Coop Bank)	\$59,430.56
Certificate of Deposit (Salem Coop Bank)	\$11,220.33
Subtotal	\$70,650.89
Brock Trust Fund Interest Acct (Salem Coop)	\$8,572.12
Subtotal	\$ 8,572.12

Total Trustee Funds \$79,223.01

There is 1 bill for consideration this month

It was an invoice for \$463.86 from Library Ideas LLC for the purchase of 9 Wonderbooks. The purchase was made through a generous donation from the Greater Salem Women's Club donation.

On a motion by David Hickernell, seconded by Chris George, the trustees unanimously accepted the Treasurers Report and paid the bill to Library Ideas LLC.

OLD BUSINESS

The first order of Old Business was the annual election of officers.

Chair – On a motion by David Hickernell, seconded by Chris George, Kate Norton elected chair.

Vice-Chair – On a motion by David Hickernell, seconded by Kate Norton, Chris George was elected Vice-Chair.

Treasurer – On a motion by Chris George, seconded by Kate Norton, David Hickernell was elected Treasurer.

The second order of Old Business was Collection Development Policy.

This was tabled until the next meeting.

The third order of Old Business was Reconsideration Policy.

The Reconsideration Policy was tabled until a future meeting.

LIBRARY TRUSTEES' MEETING

March 20, 2023

5:30 PM

The Fourth order of Old Business was Meeting Room Policy.

The Meeting Room Policy was tabled until a future meeting.

The Fifth order of Old Business was 2022 Audit.

Ms. Ducharme informed the Trustees that the Library Questionnaire form from the auditors was sent to town.

NEW BUSINESS

The first order of New Business was the COLA memo for town.

The Trustees reviewed and signed the memo for the 2.5% increase for all employees beginning the week of April 3, 2023. Ms. Ducharme will send the memo to town.

DIRECTOR'S REPORT

Ms. Ducharme reviewed the Director's Report for February. She also presented the new evaluation forms and discussed the new process. The trustees made suggestions regarding the forms. Ms. Ducharme will make the revision and use the revised forms.

TRUSTEE MATTERS

The trustees discussed the upcoming NHLTA meetings in April and May.

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, April 17, 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 6:57 PM.