

LIBRARY TRUSTEES' MEETING

August 19, 2014

PRESENT

Martha Breen, Kathleen Norton, Cindy Jury, Natalie Ducharme, and Alison Baker were present. Martha Breen called the meeting to order at 6:04 PM.

MINUTES

On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to accept the minutes for the July 17, 2014 public meeting as printed. On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to accept the minutes for the July 17, 2014 non-public meeting as printed.

TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows: \$48,652.96 in the Salem Co-op checking account and \$10,671.55 in the Certificate of Deposit, \$7,389.45 in the Brock Trust Account and \$4,113.20 in the Marois Fund account, for a total of \$70,827.16.

There were a number of bills for consideration:

Isabella Stewart Gardner Museum (Museum pass)	\$ 195.00
S&S Worldwide (Badger Books Gift, SRC supplies)	\$ 66.34
Quill (Badger Books Gift, SRC supplies)	\$ 74.96
Amazon (Kiwanis Gift, SRC Supplies)	\$ 265.05
Brodart Co. (Women's Club)	\$ 219.22

Total Bills **\$820.69**

On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to accept the Treasurer's report and pay the bills presented for a total of \$820.69.

The Trustees reviewed the treasurer's spreadsheet for July 2014 report. The Trustees then reviewed the expenditure reports for June and July 2014.

OLD BUSINESS

The first order of Old Business was the 2015 Budget. Ms. Baker distributed the budget materials reflecting the decisions made at the last Trustee meeting. The Trustees reviewed in detail. Minor corrections were made to all documents, including the Trustee memo to the Selectmen. On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to put forward their proposed budget for 2015 with a bottom-line of \$1,416,080 representing a 1.94% increase over 2014. Ms. Baker was directed to finalize the documents based on the vote and forward to Town.

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August 19, 2014

The Trustees then reviewed the budget calendar. Ms. Baker reported that Keith Hickey, Town Manager, had kindly agreed to move the Library budget review to September 11 based on commitments of 2 of the trustees.

The second order of Old Business was policy review. The Trustees decided to postpone discussion of the updated Internet use policy to the next meeting. Ms. Baker distributed copies of a memo from Molly McKean, Director of HR for the Town, offering her thoughts concerning the benefits discussion. The Trustees read it through, and directed Ms. Baker to do some additional research based on Ms. McKean's memo. The matter will be taken up at the next meeting at the non-public session.

NEW BUSINESS

There was no New Business.

DIRECTOR'S REPORT

Ms. Baker distributed her report and discussed the highlights.

TRUSTEE MATTERS

There were no Trustee matters

PUBLIC MATTERS

There were no public matters.

DATE AND TIME OF NEXT MEETING

The date and time for the next meeting was set for September 24th at 7:00 PM at the library.

On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 7:11 PM.