

LIBRARY TRUSTEES' MEETING

June 24, 2013

PRESENT

Kathleen Norton, Martha Breen, Annette Cooke, Michele Garneau and Alison Baker were present. Kathleen Norton called the meeting to order at 5:21 PM.

MINUTES

On a motion by Martha Breen, seconded by Kathleen Norton, the Trustees voted to accept the minutes for the May 29, 2013 meeting as printed.

TREASURER'S REPORT

Ms. Baker reported the balances of the Trustees' accounts were as follows: \$44,250.07 in the Salem Co-op checking account and \$10, 593.82 in the Certificate of Deposit, \$7, 464.77 in the Brock Trust Account and \$4,958.19 in the Marois Fund account, for a total of \$67,266.85. The Trustees reviewed the monthly progress report for the Trustee accounts revenue/expenditure, which remains on track.

There were four bills for consideration:

America's Stonehenge (2 passes) (Reimbursement to Alison Baker)	\$160.00
American Independence Museum (pass)	\$ 50.00
New England Aquarium (pass)	\$650.00
Zoo New England (pass)	\$400.00
<b>Total Bills</b>	<b>\$1,260.00</b>

Ms. Baker said that the library was picking up 2 family passes to America's Stonehenge because it is part of the Summer Reading Club. On a motion by Annette Cooke, seconded by Martha Breen, the Trustees voted unanimously to pay the bills as presented for a total of \$1,260.00.

The Trustees reviewed the expenditure report for May, 2013. The expenditures were on track with the year 41% completed.

Ms. Baker reported that the annual pay out from the Brock Trust had come through for a total of \$1,364.18. This will be used for materials of trade as specified in the 2013 operating budget.

OLD BUSINESS

The first item of Old Business was the 2014 Library budget's capital and improvements projects. Ms. Baker reported that no further estimates had come in. She asked the Trustees what goals they would like to see for the 2014 budget. There was extensive discussion. Ms. Baker was directed to put together several options for the next meeting including level funding, 2.5% increase, and fully funded.

The second order of Old Business was an update on the closing of the library early on Salem High Graduation night. Ms. Baker said that it had gone smoothly with no complaints from the public. Once they knew it was for due to graduation, library users

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were completely understanding. The library closed at 5 PM and by 5:15 the lot was completely filled. Ms. Norton suggested that the Trustees consider making this an annual accommodation.

### NEW BUSINESS

The only item of New Business was potential purchases. Ms. Baker asked the Trustees if they would consider an outline of possible purchases using Trustee funds, similar to one they had followed several years ago. This outline would again include some new shelving, and other furnishing to be paid out of the Trustee funds. As an example, Ms. Baker shared several options for skateboard racks, similar to bike racks. The plan is to provide the afterschool skateboarders a location to store their skateboards when in the library. This would also underline the definition of the boards as modes of transportations rather than sports equipment while on library property. Ms. Baker was asked to put together an outline.

### DIRECTOR'S REPORT

Ms. Baker distributed her report and discussed the highlights. Of special note was the recent launch of the updated and revamped website. The website was altered for easier use by tablets, phones and other devices, and for better visibility of content.

### TRUSTEE MATTERS

Annette Cooke mentioned that the Lion's Club's plaque presentation had been postponed for some additional work on the plaque itself. She will schedule a time for the presentation and Ms. Baker will alert the rest of the Trustees.

### PUBLIC MATTERS:

There were no public matters.

### NON-PUBLIC MEETING:

At 5:45 PM, Annette Cooke made the motion that the Trustees move to a non-public session pursuant to RSA 91A:3IIa, pertaining to personnel. Martha Breen seconded. Kate Norton asked for a roll call vote: Annette Cooke voted in the affirmative, Martha Breen voted in the affirmative, and Kate Norton voted in the affirmative. The motion passed. Ms. Garneau excused herself from the rest of the meeting.

The Trustees came out of non-public session at 6:44 PM.

### DATE AND TIME OF NEXT MEETING

The date and time for the next meeting was set for July 17<sup>th</sup> at 5PM at the library.

On a motion by Annette Cooke, seconded by Martha Breen, the Trustees voted unanimously to adjourn the meeting at 6:46 PM.