

LIBRARY TRUSTEES' MEETING

August 10, 2011

PRESENT

Martha Breen, Joan Fardella, Kathleen Norton, Alison Baker and Michele Garneau were in attendance. Mrs. Breen called the meeting to order at 5:04 PM.

MINUTES

On a motion by Joan Fardella, seconded by Kate Norton, the Trustees voted unanimously to accept the minutes for June 22, 2011 public meeting. On a motion by Joan Fardella, seconded by Kate Norton, the Trustees voted unanimously to accept the sealed minutes for the June 22, 2011 non-public meeting.

TREASURER'S REPORT

Ms. Baker reported the balances of the Trustees' accounts were as follows: \$37,204.64 Salem Co-op checking account, \$4,943.02 in the Marois Account, \$10,409.53 in the Certificate of Deposit, and \$6,036.87 in the Brock Trust Fund Interest account for a total of \$58,594.06.

There were five bills to consider:

NH Historical Society (Membership/pass)	\$	60.00
Isabella Stewart Gardner Museum (pass)	\$	175.00
Quill	\$	134.29
McAuliffe-Shepard Discovery Center (pass)	\$	250.00
National Business Furniture	\$	755.95
Total		\$1,375.24

Ms. Baker distributed an updated sheet concerning the plans and purchases for the library upgrades. Several of the bills under consideration were part of this project, now completed. The final cost was \$1,889.56 under the proposed budget of \$4,520.

On a motion by Joan Fardella, seconded by Kate Norton, the board unanimously voted to accept the treasurer's report as presented and to pay the bills offered for consideration for a total of \$1,375.24.

Ms. Baker distributed the expenditure report for June and July 2011. The Trustees reviewed the report. The expenditures were on track for the year.

OLD BUSINESS: The Trustees took up the matter of the roof project. Ms. Baker reported that the work will be starting soon with an end before Salemfest in September.

The second order of Old Business was the HVAC Service Contract. The trustees discussed several bids for the HVAC and security contracts. After extensive discussions, it was decided to wait to make a final decision and the notification to the current and potential vendors until closer to the actual renewal date. The 2012 budget will reflect the trustees' intent concerning the process of severing current ties and starting new contracts.

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The third order of Old Business was the 2012 Library Budget. Ms. Baker presented the trustees with 2 alternative budgets: one reflecting a traditional approach and the other reflecting the proposed 9.69% reduction being sought by the Selectmen. A long discussion ensued, with the trustees grappling with the challenges of this large a reduction and how to meet and protect the needs of the library while considering the town goal to reduce the local tax burden. The trustees decided to table the issue to allow time for careful review of the budget materials presented. A decision was reached to have a non-public meeting the following Wednesday evening to discuss some budgetary issues.

NEW BUSINESS: The only order of New Business was the Library Board of Trustees Investment Policy. The trustees are required to reaffirm the policy each year. After careful review, Joan Fardella, seconded by Kate Norton, made a motion to reaffirm the Investment Policy. The trustees voted unanimously in favor of the motion. Ms. Baker will send the policy to the Attorney General's office as required.

DIRECTOR'S REPORT

Ms. Baker distributed the report and the Trustees reviewed the details. Circulation remains strong, particularly in the children's room. She reported that the focus over the past two months were the Summer Reading Program and the library reorganization and upgrades.

TRUSTEE MATTERS

Mrs. Breen brought a complaint to the Board's attention. A caregiver for a group of mentally handicapped adults complained that they had been unfairly targeted in the library, and that there were not sufficient posting around the library detailing acceptable library behavior. Ms. Baker reported that the intent in approaching this specific group was to notify them of the 4 to a table, no moving furniture policy, not on the fact that they were not using the library for library activities. That particular day, the library was completely filled, both floors, with caregivers and mentally handicapped adults. This is not an uncommon occurrence, and these groups have been approached in the past concerning the use of the library as a place to conduct business. She characterized both groups approached that day as extremely confrontational. In addition, there are a number of postings throughout the library, which had been pointed out to the caregiver that day, and the individual had gotten her own copy for reference. Due to the numbers of these groups at the library, it is not uncommon for there to be no space for other patrons. In addition, they take over the children's room, making it challenging for parents and young children to come. Ms. Baker reported that she has always offered meeting room space for the groups' use, but no one has taken that offer up. Additionally, very few if any of the individuals are local residents. After further discussion, Mrs. Breen will respond to the complaint, focusing on the use policy and looking for answers from the individual as to the goals in using the library.

PUBLIC MATTERS

There were no public matters.

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DATE AND TIME OF NEXT MEETING

The date and time for the next meeting was set as Wednesday, August 17 at the library at 5:00 PM. The meeting will be a non-public meeting only.

On a motion by Mrs. Fardella, seconded by Ms. Norton, the Trustees voted unanimously to adjourn the meeting at 7:00 PM.