

LIBRARY TRUSTEES' MEETING

September 11, 2023

5:30 PM

PRESENT

David Hickernell, Chris George, Kate Norton, and Natalie Ducharme. Kate Norton called the meeting to order at 5:32 PM.

MINUTES

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to accept the amended minutes for August 21, 2023.

TREASURER'S REPORT

The treasurer's report for August was tabled until the next meeting. The trustees reviewed the June expenditure report from town.

After learning of the \$25.00 charge for stopping a check, the trustees discussed options. Since Amazon purchases are ongoing, if the check is cashed by Amazon, it will be applied as a business credit. David Hickernell made a motion to not stop payment on check #1287 (with a value of \$37.94), due to the high cost of the check stopping fee. This was seconded by Chris George. The trustees unanimously voted to not stop payment on check #1287.

The library is the recipient of the June R. Belanger Bequest. This \$31,821.48 bequest will be discussed at a Public Hearing on Friday, September 22 at 5:30 PM. Ms. Ducharme was directed to place a public notice in the Eagle-Tribune. One public notice was placed at the library and the other at the Town Hall bulletin board for public notices.

Ms. Ducharme submitted a \$699.00 reimbursement request for the annual Princh contract. On a motion by David Hickernell, seconded by Chris George, the trustees unanimously voted to pay the reimbursement.

OLD BUSINESS

The first order of Old Business was update to the heating system conversion project.

Ms. Ducharme gave an update of this project. CAC is in its final stages of connecting the duct work. The burners should be ready to test fire by mid-September. The Senior Custodian is continues to get quotes for the driveway repairs and repaving. He is also investigating landscaping options for the front of the building.

The second order of New Business was 2024 Budget

Ms. Ducharme presented the revised 2024 budget with current figures sent from town. The final budget has a 0.5% increase, or \$8,269. On a motion by David Hickernell, seconded by Chris George the 2024 budget of \$1,678,275 was unanimously passed.

Ms. Ducharme reported that the Salem Town Council will meet on Thursday, Oct. 12th at 6:30PM is the SHS Media Center to discuss the Library Budget. The Budget Committee's tentative date is Thursday, Oct 26th. The trustees reviewed the 2024 budget memo. The memo was discussed and revised. On a motion by David Hickernell, seconded by Chris George, the amended memo was unanimously passed. Ms. Ducharme was instructed to send it to the Town Council and the Budget Committee.

NEW BUSINESS

There was no new business.

DIRECTOR'S REPORT

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Ms. Ducharme reported that the Apsen upgrade to the online catalog launched well. Several new features are popular and well used. Additional customization continues through the fall.

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:

-Monday, November 14 at 5:30 PM in the Beshara Room

ADJOURNMENT

On a motion by David Hickernell, seconded by Chris George, the trustees voted unanimously to adjourn the meeting at 6:44 PM.