

LIBRARY TRUSTEES' MEETING

January 26, 2016

PRESENT

Kathleen Norton, Martha Breen, Cindy Jury, Natalie Ducharme, and Alison Baker were present. Kathleen Norton called the meeting to order at 5:30 PM.

MINUTES

Cindy Jury noted a typo for correction. On a motion by Martha Breen, seconded by Cindy Jury, the Trustees voted unanimously to accept the minutes for the November 17, 2015 public meeting with corrections.

TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows: \$40,343.61 in the Salem Co-op checking account and \$10,739.82 in the Certificate of Deposit, \$6,493.31 in the Brock Trust Account and \$3,268.17 in the Marois Fund account, for a total of \$60,844.91. Ms. Baker reported that the \$2300.00 in the 2015 Operating Budget that was offset by funds from the Brock and Marois accounts had only been taken from the Brock fund. This error had been discovered early in January, 2016. After some discussion, the Trustees will correct the error during the 2016 transfer of funds for offsetting the 2016 Operating Budget.

There was 1 bill for consideration:

Hooksett Public Library (reim)	\$35.99
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On a motion by Cindy Jury, seconded by Martha Breen, the trustees voted unanimously to accept the Treasurer's Report as printed, and to the payment of the bill totaling \$35.99.

The Trustees reviewed the Treasurer's spreadsheet. The Trustees then reviewed the proposed budget for the Trustee Funds for 2016.

Chair Kate Norton signed the release forms for 2 trusts managed by the Trustees of the Trust: Council of Fine Arts \$22.47 and John Bailey Fund \$110.16. Both go directly to offset the Materials line of the Library's Operating Budget.

OLD BUSINESS

The first order of Old Business was the 2016 Budget: Warrant Petitions. The Trustees discussed the Selectman's meeting of January 19th at length. Ms. Baker provided information from HR concerning the SEA contract and Health Insurance coverage offered by the town. Ms. Baker provided an informational sheet outlining the answers to the questions raised. The Trustees reviewed and edited the sheet, planning to use as needed at the Deliberative Session.

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The second order of Old Business was the 2016 Budget: Deliberative Session. Ms. Baker distributed copies of the Beshara Room air conditioner replacement estimate as well as the estimate for the funds left in the 2015 Operating Budget for use for the Warrants. At about \$50,000, there will be sufficient funds to cover the Warrants. The Trustees worked on the wording for the amendment of an additional \$6,405.00 to be added to the Building Improvements line. The amendment will be made on the floor at the Deliberative Session on February 6.

NEW BUSINESS

The only order of New Business was Health Benefits and the SEA Union. The Trustees returned to the discussion of the Selectmen's meeting of January 19, and continued in terms of being able to meet the expectations and requirements of the SEA contract, and the movement away from the contract already in effect with the change to Library's Time Off Benefits voted into place in December 2014. After extensive discussion, the Trustees decided to move from mirroring the SEA contract revisions to the Employee Handbook and Policies with the statement: The Kelley Library Trustees have historically mirrored the SEA Union Contract, and will now be using the contract as a guideline. The Trustees chose to support the full raise in the contract, but did not have the budget to underwrite the change to the sick leave buy-back. The Trustees are making this decision in the best interests of the Kelley Library, the entire Library staff, and the taxpayers of Salem.

Ms. Baker brought forward an additional topic for discussion. The Trustees had asked that a security system be explored for the Library. An estimate for a traditional system had come in at \$15-20,000 due to the design of the building and the need to be hardwired. Ms. Baker distributed information about a non-traditional alternative using the wireless Arlo System for the Trustees to review for future discussion.

DIRECTOR'S REPORT

The Trustees reviewed the report for December 2015 as well as the annual report.

TRUSTEE MATTERS

Martha Breen announced that she would not be seeking re-election in March, citing her long tenure, having joined the Board of Trustees in 1998, as well as family commitments.

PUBLIC MATTERS

There were no Public matters.

DATE AND TIME OF NEXT MEETING

The date and time for the next meeting was set for February 23rd 5:30PM at the library.

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January 26, 2016

On a motion by Cindy Jury, seconded by Martha Breen, the Trustees voted unanimously to adjourn the meeting at 6:50 PM.