

LIBRARY TRUSTEES' MEETING
September 14, 2015

PRESENT

Kathleen Norton, Martha Breen, Cindy Jury, Natalie Ducharme and Alison Baker were present. Kathleen Norton called the meeting to order at 5:53 PM.

MINUTES

On a motion by Cindy Jury, seconded by Martha Breen, the Trustees voted unanimously to accept the minutes for the August 10, 2015 public meeting as printed. On a motion by Cindy Jury, seconded by Martha Breen, the Trustees voted unanimously to accept the minutes for the August 31, 2015 non-public meeting as printed.

TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows: \$57,994.80 in the Salem Co-op checking account and \$10,721.86 in the Certificate of Deposit, \$8,789.72 in the Brock Trust Account and \$3,267.07 in the Marois Fund account, for a total of \$80,773.45.

There were 5 bills for consideration:

Boston Children's Museum (Museum Pass)	\$ 700.00
Museum of Science (Museum Pass)	\$ 700.00
Museum of Fine Arts, Boston (Museum Pass)	\$ 475.00
Sunnytech (Isak Donation)	\$5,505.00
K-Log (Isak Donation)	\$2,010.69

Total Bills **\$9,390.69**

On a motion by Martha Breen, seconded by Cindy Jury, the trustees voted unanimously to accept the Treasurer's Report as printed, and to the payment of the bills totaling \$9,390.69.

The Trustees reviewed the Treasurer's spreadsheet. Ms. Baker answered the various questions raised about the various lines.

The Trustees then reviewed the expenditure report for July 2015.

OLD BUSINESS

The first order of Old Business was the 2016 budget plus Warrant Petitions. Ms. Baker reminded the Trustees of the message from Melanie Murray at town that an additional 6% increase to health insurance was being added to all budgets, with the cost for the library being about \$10,000. That will increase the bottom line to a .71% increase over 2015. Of course these figures can and will change.

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Ms. Baker reported that Jane Savastano, Salem's head of finance, asked for the warrant articles being considered by the Trustees and the amounts being asked for. Ms. Baker told Ms. Savastano that the Trustees have not even begun to consider the Warrant Articles, but typically there is an Employee Separation warrant and a warrant covering the wage increases mirroring the SEA Union contract. Ms. Baker had estimated \$12,500 for the Separation, and Melanie Murray estimated \$18,669 for the wage increases.

The Trustees discussed the potential Employee Separation liability, and with the 2016 addition will be near the required total.

The second order of Old Business was policies. Ms. Baker brought forward another updated policy Collection Development, for the Trustees to review under their ongoing project concerning policies. She also presented a new policy Circulation Policies: Equipment, which the Trustees had requested previously. The Trustees will review for discussion at the next meeting.

NEW BUSINESS

The first order of New Business was the reaffirmation of the Trustees' Investment Policy. Ms. Baker reminded the Trustees that this requires reaffirmation annually per RSA. The Trustees reviewed the policy. On a motion by Martha Breen, seconded by Cindy Jury, the Trustees voted unanimously to reaffirm the Investment Policy as printed. Ms. Baker will send a copy to the state as required.

The second order of New Business was Core Competencies. Ms. Baker had several more documents for review. The Trustees discussed the Core Competencies at length, discussing how they will be presented to staff, how they will be phased in, and how they will be included in performance evaluations. The Trustees will make final decisions at the next meeting, after reviewing all the documents.

DIRECTOR'S REPORT

The Trustees reviewed the report.

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 October 20th at 5:30PM at the library.

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On a motion by Martha Breen, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 6:43 PM.