

LIBRARY TRUSTEES' MEETING

February 17, 2015

PRESENT

Martha Breen, Kathleen Norton, Cindy Jury, and Alison Baker were present. Martha Breen called the meeting to order at 5:14 PM.

MINUTES

On a motion by Kate Norton, seconded by Cindy Jury, the Trustees voted unanimously to accept the minutes for the January 6, 2015 public meeting as printed.

TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows: \$39,546.57 in the Salem Co-op checking account and \$10,700.66 in the Certificate of Deposit, \$7,319.68 in the Brock Trust Account and \$3,265.16 in the Marois Fund account, for a total of \$60,832.07. The Trustees reviewed the monthly Trustee funds budget reports for 2014 and Jan. 2015.

There were no bills.

The Trustees then reviewed the expenditure report for 2014 and Jan. 2015 with Ms. Baker answering questions as they arose.

OLD BUSINESS

The first order of Old Business was the health benefits. The Trustees discussed briefly. Ms. Baker reported that 6 staff moved to the new HSA plan, that others were considering a move in 2016. She reported that Town was providing a number of informative meetings about how the HSA works.

The second order of Old Business was the review of the Meeting Room Policy. Ms. Baker distributed copies with proposed changes for the Trustees to review. Chair Breen presented a change to section 12. The Trustees discussed the changes. Ms. Baker was asked to revise the policy to reflect the various changes and to send to Trustees for review with a view to vote next meeting.

NEW BUSINESS

The first order of New Business was the Kelley Library Treasurer's Report for Town Report. Ms. Baker distributed the 2014 report, and asked if the Trustees would be willing to consider a change in the format in future to more clearly illuminate the use of Trustee Funds. The current report blends the operating and Trustee funds. After some discussion, the Trustees asked Ms. Baker to bring some alternatives for review. Ms. Baker distributed copies of the statistical report that will also be in the Town Report. The Trustees reviewed, Ms. Baker answered questions as they arose.

LIBRARY TRUSTEES' MEETING

February 17, 2015

The second order of New Business was the Snow Closure policy. Ms. Baker asked for guidance from the Trustees. The Trustees reviewed the practices and policies of the past years and possible policies to consider. After some discussion, Ms. Baker was asked to investigate policies of other libraries in the area as well as the process used at Town.

The third order of New Business was gifts. The library was offered a sizable monetary gift by a local patron. On investigating the public hearing required by RSA, Ms. Baker discovered that it was unclear whether the Library had gotten formal permission through a Warrant to accept such financial donations. The Trustees discussed the issue and the relevant RSAs at length. Ms. Baker reported that she was in contact with Terry Knowles of the State District Attorney's office for clarification of the RSA but had not yet heard back. She was directed to investigate the warrants back through the 1990's and to contact former Director Eleanor Strang.

DIRECTOR'S REPORT

The Trustees reviewed January's report.

TRUSTEE MATTERS

Martha Breen asked if a display concerning the proposed safety complex, currently on display at other public locations, could be set up at the library. The display will be placed in the lower lobby with the public bulletin boards.

PUBLIC MATTERS

There were no public matters.

DATE AND TIME OF NEXT MEETING

The date and time for the next meeting was set for March 16th at 5 PM at the library.

On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 6:24 PM.