

# LIBRARY TRUSTEES' MEETING

July 17, 2014

## PRESENT

Martha Breen, Kathleen Norton, Cindy Jury, Natalie Ducharme, and Alison Baker were present. Martha Breen called the meeting to order at 5:33 PM.

## MINUTES

On a motion by Cindy Jury, seconded by Kathleen Norton, the Trustees voted unanimously to accept the minutes for the June 10, 2014 public meeting as printed. On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to accept the minutes for the June 10, 2014 non-public meeting as printed.

## TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows: \$48,211.82 in the Salem Co-op checking account and \$10,661.61 in the Certificate of Deposit, \$7,388.19 in the Brock Trust Account and \$4,112.85 in the Marois Fund account, for a total of \$70,374.47.

There were a number of bills for consideration:

NH Historical Society (Museum Pass)	\$ 60.00
America's Stonehenge (Museum Pass)	\$160.00
Quill (Kiwanis Gift, SRC supplies)	\$ 68.41
Amazon (Kiwanis Gift, SRC Supplies)	\$ 88.44
Brittany Tuttle (Reim. SRC Supplies, Kiwanis Gift)	\$ 12.47

**Total Bills** **\$389.32**

On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to accept the Treasurer's report and pay the bills presented for a total of \$389.32.

The Trustees reviewed the treasurer's spreadsheet for June 2014 report. The Trustees then reviewed the expenditure reports from the Town of Salem for May 2014.

## OLD BUSINESS

The only order of old business was the 2015 Budget. Ms. Baker distributed a proposed budget spreadsheet and accompanying documents detailing each line. The Trustees went through each line in detail. Ms. Baker was asked to work up a list of workshops and training opportunities for the Trustees to review and consider including in the 2015 budget. Ms. Baker distributed information about the cost of changing over to natural gas, in response to the Selectmen's inquiry. The matter was discussed at length. Mr. Baker was asked to get detailed estimates for the total cost of the project. The Trustees looked at the various estimates for the meeting room project, and after some

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discussion, decided to move ahead with the project as their annual project, using Trustee funds. Ms. Baker was asked to get final bids on the project for the next meeting.

## **NEW BUSINESS**

The first order of New Business was the Brock Funds. Ms. Baker reported that the annual payment from the Trust had been received. This year's total was \$1,376.69. The payment has been just about this amount for 2 years, so the Trustees asked Ms. Baker to make the offset in the Materials of Trade line using Brock Funds to reflect a payment of \$1,350.

The second order of New Business was Policy updates. Ms. Baker distributed a proposed new Policy for Public Internet Use. The Trustees will review for discussion at the next meeting.

## **DIRECTOR'S REPORT**

Ms. Baker distributed her report and discussed the highlights.

## **TRUSTEE MATTERS**

There were no Trustee matters

## **PUBLIC MATTERS**

There were no public matters.

## **NON-PUBLIC MEETING:**

At 7:40 Kathleen Norton made the motion, seconded by Cindy Jury that the Trustees move to a non-public session pursuant to RSA 91A:3 IIa, pertaining to personnel. Kathleen Norton seconded. Martha Breen asked for a roll call vote: Kathleen Norton voted in the affirmative, Cindy Jury voted in the affirmative, and Martha Breen voted in the affirmative. The motion passed.

The Trustees came out of non-public session at 7:40 PM.

## **DATE AND TIME OF NEXT MEETING**

The date and time for the next meeting was set for August 14<sup>th</sup> at 6:00 PM at the library.

On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 7:45 PM.