

LIBRARY TRUSTEES' MEETING  
August 23, 2016

**PRESENT**

Kathleen Norton, Cindy Jury, Martin Isaks, Natalie Ducharme, and Alison Baker were present. Kathleen Norton called the meeting to order at 3:58 PM.

**MINUTES**

Cindy Jury pointed out an error in the minutes section of the minutes. On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted to accept the minutes for July 26, 2016 as amended.

**TREASURER'S REPORT**

Ms. Baker reported the current balances of the Trustees' accounts as follows: \$41,353.28 in the Salem Co-op checking account and \$10,764.88 in the Certificate of Deposit, \$8,379.08 in the Brock Trust Account and \$3,270.09 in the Marois Fund account, for a total of \$63,767.33.

There was 1 bill for consideration:

McAuliffe-Shepard Discovery Center (Pass	\$250.00
<b>Total Bills</b>	<b>\$250.00</b>

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the Treasurer's Report as printed.

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to pay the McAuliffe-Shepard Discovery Center bill for \$250.00

The Trustees reviewed the spreadsheet tracking the Trustees funds for July, as well as the Expenditure Report for the Operating Budget for June.

**OLD BUSINESS**

The first order of Old Business was the proposed 2017 Operating Budget. The Trustees reviewed the proposed budget as revised. Ms. Baker asked that the HVAC cost be adjusted upwards to reflect a 5 ton unit rather than a 4 ton. The Trustees discussed and agreed to the removal of the Advertising line from the budget. After a lengthy discussion, the Trustees finalized the proposed budget. On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees unanimously approved the proposed 2017 Operating Budget with a bottom line of \$1,489,893 for an increase of 2.63%. Ms. Baker was directed to submit the budget to Town.

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The second order of Old Business was the Budget Memo to the Selectmen. The Trustees reviewed the draft memo, and discussed at length. Ms. Baker was given several revisions to make. On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees unanimously accepted the amended Budget Memo. Ms. Baker was directed to submit the memo to the Selectmen, cc'ing the Town Manager.

The Trustees reviewed the Budget Calendar and discussed the information needed in preparation for the Trustees' presentation to the Selectmen in September.

## **NEW BUSINESS**

There was no new business.

## **DIRECTOR'S REPORT**

The Trustees reviewed the report for July 2016. Ms. Ducharme, Asst. Director, spoke at length about the upcoming events for the Community Stories celebration. Details can be found directly at [communitystoriesnh.org](http://communitystoriesnh.org), or linked through the library's webpage.

## **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 for September 20<sup>th</sup> at 4:00 PM at the library.

On a motion by Martin Isaks, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 4:52 PM.