



# LIBRARY TRUSTEES' MEETING

June 10, 2014

The second order of old business was Comprise and payments via credit/debit. Ms. Baker asked that the Trustees consider 2 policies in regards to library allowing the payment of fines and fees via credit and/or debit card as the final step to starting with the GMILCS payment system through Comprise. The policies: e-Commerce Privacy and e-Commerce Refund were discussed separately and at length. On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to approve the e-Commerce Privacy Policy. On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to approve the e-Commerce Refund Policy. Both will be posted on the webpage and will be part of the process when individuals choose to pay via the Comprise system.

The third order of old business was the Benefits. Discussion was moved to the non-public session.

## **NEW BUSINESS**

The first order of New Business was Change in Hours: graduation and holiday. Ms. Baker asked that the library close early at 5PM on June 13<sup>th</sup> due to the graduation at Salem High School. Parking is impossible due to the event, and this would mirror the decision that worked out very well in 2013. Ms. Baker also asked for a decision concerning the 4<sup>th</sup> of July, which would be landing on a Friday. Based on past precedent, the library would be closed on Saturday, July 5<sup>th</sup> as well. Staff would make up those hours during the week by following their regular rather than Saturday schedule. After a brief discussion, Cindy Jury made the motion to close at 5PM on Friday, June 13<sup>th</sup> due to the SHS graduation, and close on July 5<sup>th</sup> in observance of the Independence Day holiday. Kathleen Norton seconded, and the motion passed unanimously.

## **DIRECTOR'S REPORT**

Ms. Baker distributed her report and discussed the highlights. Some time was spent getting an update from Natalie Ducharme about Outreach programs offered by the library. Ms. Baker distributed a copy of a request sent in the Salem Lions Club for funding a new project in the Children's Room that would provide iPads loaded with pre-literacy and early literacy apps for use at the library.

## **TRUSTEE MATTERS**

Cindy Jury reported that she had attended the Library Trustee orientation offered by the state. She asked for clarification on several matters that arose from the training, and the Trustees provided the needed information.

## **PUBLIC MATTERS**

There were no public matters.

# LIBRARY TRUSTEES' MEETING

June 10, 2014

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

The date and time for the next meeting was set for July 17<sup>th</sup> at 6:00 PM at the library.

## **NON-PUBLIC MEETING:**

At 6:26 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 7:45 PM.

On a motion by Kathleen Norton, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 7:46 PM.