

**LIBRARY TRUSTEES' MEETING**  
**October 13, 2020**

**PRESENT**

Kathleen Norton, Martin Isaks, Cindy Jury, Natalie Ducharme. Kathleen Norton called the meeting to order at 5:28 PM.

**MINUTES**

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the public meeting minutes for September 4 2020. .

**TREASURER'S REPORT**

Ms Ducharme reported the current balances of the Trustees' accounts as follows:

Checking Account (Salem Coop Bank)	\$ 49,093.18
Certificate of Deposit (Salem Coop Bank)	\$ 10,918.
	Subtotal \$60,011.49
Brock Trust Fund Interest Acct(Salem Coop)	\$ 8,588.00
Total Trustee Funds	\$68,873.54

Bills for Consideration There were no bills  
Nesmith Public Library      \$14.99

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

**OLD BUSINESS**

*The first order of Old Business was 2021 Budget memo to Selectmen*

Ms. Ducharme reviewed the revised memo that was sent to the Selectmen. Ms. Ducharme was appreciative of the suggestions to the memo.

*The second order of Old Business was COVID-19 cleaning companies*

Ms. Ducharme followed up with the lowest price cleaning company and presented the Trustees with the Certificate of Liability Insurance from this company.

*The third order of Old Business was Brock Trust*

The Brock Trust annual disbursement is usually received in September. The Trustees asked Ms. Ducharme to follow up with the Brock Trust.

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## **NEW BUSINESS**

*The first order of New Business was Budget Calendar*

The Trustees reviewed the budget calendar.

## **DIRECTOR'S REPORT**

The Trustees reviewed the printed report for October

## **TRUSTEE MATTERS**

The Trustees requested that Ms. Ducharme update the Director Job Description.

## **PUBLIC MATTERS**

There were no Public Matters

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

The Trustees set the date and time for the next meeting:

-Tuesday November 16th at 5:30PM via Zoom

## **ADJOURNMENT**

On a motion Martin Isaks, seconded by Cindy Jury, the Trustees voted unanimously to adjourn the meeting at 6:26 PM.