



Board of Trustees Minutes Meeting
March 19, 2019 2 PM

Monthly meeting called to order at 1:57pm. In attendance Trustees Natalie Gallo, Charlene Flaherty, Charles Fernandes (sitting in for 3rd Trustee); Rosemary Krol, Library Director, Kate Thomas, Minute Taker, Bob O'Brien, visitor, and Penny Williams.

Visitor comments and questions. Bob thanked the trustees and staff for allowing him to serve as a Trustee.

1. Reorganization- Natalie nominated Charlene to serve as treasurer, Charlie seconded. Unanimously approved. Charlene nominated Natalie as chair. Charlie seconded. Unanimously approved.
2. Approve minutes from the February 19, 2019 meeting. Charlene moved to approve minutes. Charlie seconded. Discussion: Rosemary wanted to clarify some information presented by the Friends in this February meeting. She read a statement of the total estimate of the items that the library had requested from the Friends. The statement is attached to these minutes. Minutes unanimously approved.
3. Director's Report – Natalie announced that the Salem Rotary Club had elected to donate \$10,000 to the library based on suggestions that Rosemary presented to them. The Rotary club reached out to her and asked if there were community projects they could assist with.
 - a. Stats-With the addition of the Hoopla app, our electronic materials usage has increased quite a lot.
 - b. New service the library is offering: curbside pick-up of materials. Patrons can reserve items to check out and can call the library when they are arriving, and library staff can bring checked out items to vehicles.
4. Treasurer's Report

- a. Budget Report- Bob O'Brien is presenting information for the treasurer with research he had completed before his term ended. Investments have adjusted and recovered losses that were experienced in the end of 2018. He noted that Trustees need to make a decision on rolling over CDs that are holding the walkway donation funds this month. Discussion about which term should be considered. Charlene made a motion to renew the CD for 3 months at 2.3%. Charlie seconded. Unanimously approved. Charlene will need to go to the bank and get her signature on file, and to reissue the debit cards for the library's accounts.
- b. Voting results- New Trustee Veronica Shelley will need to be sworn in before she can act as a trustee. Rosemary has sent her information about the NHLTA and shared the handbook.
- c. Bob wanted to note that this library deserves the best, for the past present, and future.

5. Old Business

- a. Emergency response plan binder- needs to be updated. If any copies are with Trustees, they should bring them in so they can be updated.
- b. Memorandum of Understanding- Draft of an understanding between the library and the town was read by Natalie, to facilitate conversation. Many other area libraries and towns are utilizing these. This will help delineate the responsibilities for each entity. Discussion occurred and edits were suggested. A new draft will be created for discussion at the next meeting.
- c. Portrait of Judi- Kate has been in touch with the family. In early summer they will get back to the library with more information. The family is still seeking to find an appropriate photograph to enlarge for the portrait.
- d. Tables and chairs- information regarding the Salem Rotary Club's donation of \$10,000 to our community meeting room had already been discussed.

6. New Business

- a. Alternates- 3 letters of interest for Alternate Trustees received by Brian Vass, Charlie Fernandes, and Theresa McTammany. Charlene made a motion to accept these alternates. Charlie seconded.

Unanimously approved. The board of selectmen will need to approve these alternates.

- b. Friends- Rosemary will draft a response to the Friends' statement.
 - c. April 3rd staff meeting – Trustees will attend the staff meeting to introduce new trustees to the staff.
 - d. Increasing the number of Trustees- With the growth of the library's community involvement, the trustees will consider expanding to a 5-member board. Rosemary noted that she has heard from other libraries similar to us, and 5 member boards are preferred for many reasons.
7. Donations by groups or individuals. Motion to accept by Charlene, seconded by Charlie. Unanimously approved.
- a. Acceptance of donations in memory
 - b. Money in donation jar: \$12.75
 - c. Books, audios & videos from various individuals
 - d. Donations by groups or individuals:
8. Correspondence – none.

Meeting adjourned: at 3:19pm.

Next meeting: Tuesday, April 16, 2019 2 PM

Statement made by Rosemary in comment to the Minutes of the February Meeting.

The Friends of the Library asked to have their statement included in the minutes of the February 19, 2019 meeting.

There were a few inaccuracies in their statement and this document will clarify them for the record.

The Library did not ask for \$27,000, they asked for \$17,000 for the refurbishment of the Meeting Room. The total of \$17,000 was for more than tables and chairs. It also included a new podium that the Friends had been asking for and painting the room. The tables and chairs only totaled \$11,000.