SALISBURY FREE LIBRARY
MEETING MINUTES

May 2, 2017

In attendance: Alison Thomas, Gail Henry, Laura Taylor, Pam Monaghan, Mark Feld, Sally Jones, Katherine Bollenbach

5:45 pm: Public Hearing called to order, with Seelye Longnecker the only member of the public in attendance. Alison explained the hearing is required by law because it involves an unanticipated bequest of more than $5,000. The total amount, from the Trust of John Kepper, will be approximately $60,000, to be paid in two installments from Annis & Zellers LLC in Concord. This will be the only public hearing for the total.

Discussion focused on how the Library will invest the funds. All agreed we should purchase a short-term CD with the first installment of $30,000 and decide on procedure when we receive the balance.

Sally pointed out that John would want the money to be used as the Board and Director see fit, that we would not restrict use only to interest earned. Dr. Kepper was thanked by the Board for his generosity and the Public Hearing was closed at 6:10 pm.

6:10 pm: Regular Board meeting called to order.

April meeting minutes were reviewed and approved.

Treasurers’ Report (see attachment)

Some “clean-up and corrections” were done, moving money between accounts. Laura presented a new Debit Card Policy she prepared based on research and discussion with Town Office personnel. Minor corrections were suggested and the policy will be distributed to the Board for a vote at the next meeting. QuickBooks is ready to go and Laura will be training Jen and Katherine in its use. Jen is now on all our bank accounts, Wendi Hill is off and Pam is on as back-up.

The report was reviewed and accepted as presented. Checkbook registers will be examined at the next meeting.

Director’s Report (see attachment)

A change to our Amendment Policy (Section IX) was moved by Alison, seconded by Gail and passed unanimously. The Board voted, also unanimously, not to grant paid maternity leave at this time. Moved by Alison, seconded by Gail.
The problems with the building were reviewed and Alison, Katherine and Mark plan to attend the May 3 Board of Selectmen’s meeting to discuss further with them. We believe Selectmen should hire a structural engineer to provide the best long-term solution to the building settling and walls cracking, the need for a vapor barrier in the crawlspace and other concerns we have.

Katherine wants to do a Book Sale at Old Home Day in August and had some encouragement from the Board. We will ask Seelye, president of the Friends of the Library, to send out a call for helpers. Children’s picture books have been weeded. We have had many donations from Marie Howard, who is moving.

**Other Business**

Keys to the building: We believe changing the locks is a good idea and will be discussed with Selectmen on May 3, as it is a town building and they would be responsible for getting the work done.

Our sign needs work. Pam will investigate whether residents of the State Prison might build a new one.

Board agreed that Julia Jones should be asked to be an alternate member. She has attended meetings and evinced interest in joining. Sally Jones agreed to return as an alternate. Alison will write a letter of recommendation to Selectmen.

Next meeting to be determined. Meeting adjourned at 7:20 pm.