Salisbury Free Library Trustee Meeting June 6-17

Present: Alison Thomas, Laura Taylor, Jen LaClaire, Katherine Bollenbach, Julia Jones, Sally Jones, and Mark Feld.

Absent: Pam Monaghan, Gail Henry

The meeting was called to order by Alison Thomas at 6:00 pm.

The first order of business was to approve the minutes from the meeting of 5-2-17. The motion to accept the minutes was stated by Laura and seconded by Jen. Everyone approved it.

Next discussed was the letter from the Selectman in regards to accepting Sally Jones and Julia Jones as Alternate Trustees.

The next order of business was the Treasures Report from Laura. Discussion took place in regards to the Debit Card policy, and how if any new names were added to the use of the card, then that person would have to go to the bank and register as a new user, providing the bank with their SSN. A motion to approve the policy was offered by Mark and seconded by Alison. Everyone approved it.

We reviewed the checkbooks.

It was then noted that the grants from KBA and Barnard have been received.

Laura and Jen will begin to work on QuickBooks tutorials.

A motion to accept the Treasurer’s Report was made by Alison and seconded by Mark. Everyone approved it.

At 6:15 pm the meeting went into Non Public Session and at 6:23 came out of Non Public Session.

The next order of business was a report from Alison in regards to the Kepper Trust and the meeting she had with the attorney. They reviewed the Public Hearing meeting notes that were presented to them and were not sure that they were sufficient. The attorney also requested a copy of the Public Hearing notice that was placed in the newspaper. Alison to follow up with the attorney on June 7, 2017. Information regarding the money from the Kepper Trust has been sent to the NH Charitable Trust for their comments.

The next order of business was the Director’s Report. Discussion centered around the potential new sign and it was determined that measurements are needed and any ideas for the design, content, etc. is open to suggestions. Pam has talked with the prison as to their ability to manufacture the sign, once final design is agreed upon.

Katherine mentioned that there is a box in the library for voting on the Citizen of the Year award for Salisbury.
It was then noted that the Library meeting minutes should be on our website and Katherine will go back to January 2017 and enter them onto the site. If anyone requests any previous minutes she will provide them.

The Maternity Leave Policy needs to be further clarified and once Gail returns that will be discussed.

Everyone was asked to do some brainstorming as to what to do with the money from the Kepper Trust once it has been received.

The Director's Report was accepted.

The next meeting will be 7-11-17 and it was noted that Steve Mango from the alarm company will attend.

Meeting adjourned at 6:55 pm.