

**SALISBURY FREE LIBRARY≥
MEETING MINUTES 6 Apr 21**

Meeting began at 1831

All votes this evening taken by role call.

In attendance at this meeting: Katherine Bollenbach, Kathleen Anderson, Michelle Carr, Christine Dixon, Jen Hoyt, Cheryl Bentley

Absent: Pamela Monaghan, Jen Leclair

Cheryl Bentley is voting for Pamela Monaghan in her absence.

Guest: Gail Landry here.

Trustees and alternates have been appointed by Selectmen. All have signed oath of office.

Michelle made motion all officers be named as stated. Kathleen seconded. Michelle Carr Chair, Jennifer Hoyt Operations, Pamela Monaghan Payroll Kathleen Anderson Secretary. Christine Dixon Trustee and Cheryl Bentley Alternate.

2 Mar 21 Minutes. Christine: Correct minutes to reflect: Pam has not heard anything from IRS regarding 2018 3rd quarter payroll taxes. Kathleen will amend and resend to all. Christine motioned to accept w/amendment. Kathleen seconded. All in favor.

Treasurer's Report:

Operations Report:

\$25.00 donated by Harry and Shirley Johnson in memory of Steve Wheeler. Michelle made motion to accept donation. Christine seconded. All in favor.

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Waiting on 1 encumbrance for 2019

Jen presented research on investments.

(See attached report)

Payroll Report:

Jen read for Pam.

All staff I9's up to date.

(see attached report)

Director's Report:

Katherine looked into replacement keys for safe. \$30.00 for replacement. New safe on Amazon for \$58.00

Michelle motioned to buy new safe for security purposes. Christine seconded. All in favor.

State is coordinating purchase of Page Turners Adventures. Provides 25-minute videos 5 days of the week. This would cost \$150.00. Christine motioned to Forgo Page Turners Adventures and use money for prizes and other activities for summer. Jen seconded. All in favor.

Katherine will put add out to hire new children's librarian by June.

State park passes arrived courtesy of Friends of Library.

There is a steady increase in pickups.

(see attached report)

Unfinished Business:

Attic fan will be put in tomorrow.

New Business:

Michelle sent out objectives policy to be reviewed by trustees. Follow up to occur at May meeting.

Town report and investment policy completed and submitted by Michelle.

Michelle asked for input regarding opening. Suggested we make sure we have policy and procedures in place for final vote at May meeting to ensure safety of patrons and employees. Michelle made motion to continue w/curbside only w/discussion on limited reopening to follow for May meeting/vote. Kathleen seconded. All in favor.

Michelle motioned to adjourn meeting at 1934. Christine seconded. All in favor.

The next meeting will be 4 May 21 @ 1830.