

SALISBURY FREE LIBRARY
January 18, 2022
Meeting Minutes

Non-public session began at 5:45pm

Michelle Carr made a motion to end non-public session at 6:49pm. Cheryl seconded.

Michelle Carr made a motion to seal the minutes, Cheryl seconded motion. All voted in favor.

In attendance at this meeting: Cheryl Bentley, Jen Hoyt, and Michelle Carr

The first policy to be reviewed was the Investment Policy. After reviewing policy, a motion was made to make no revisions by Michelle, Cheryl seconded, and the motion passed unanimously.

The next policy was the Personnel Policy. After review, the following motions were made:

- 1) Changes made to who gets paid if library is closed—changed to personnel who normally work 20 hours a week. Cheryl motion for the change, Jen seconded, motion passed unanimously.
- 2) Change "Librarian to Director" in policies reviewed tonight. Michelle made the motion; Cheryl seconded; motion was unanimously passed.
- 3) Jen motioned to remove section F. Cheryl seconded and the motion was passed by unanimous vote.
- 4) Remove the section about Librarian getting paid up to 3 additional hours a week and replace it with Director may work additional hours with Trustee approval. Cheryl made the motion, Michelle seconded, and the all voted yes to the motion.
- 5) Change paid vacation to only personnel normally working 20 or more hours a week, and allow all other employees up to 14 vacation days a year without negative impact to their employment. Cheryl made the motion, Michelle seconded, and all voted to pass the change.

The final policy to review was The Board of Library Trustees Policy. The following changes were suggested:

Section C.:1 -- Add the Trustees may elect to have a co-treasurer.

Section: I -- remove the words "and income from any trust funds

Change Librarian to Director.

Cheryl motioned to adopt suggestions; Jen seconded; all voted in favor.

Motion made by Michelle to adjourn meeting, and Cheryl seconded it. Meeting adjourned 7:34 pm

Next meeting: February 1, 2022 at 6:30pm.

Submitted By: Michelle Carr