

Salisbury Free Library
Trustee Meeting
Feb 1, 2022 Pg 1 of 3

~~Draft~~ Approved
3/1/22

Present: Michelle, Cheryl, Jen, Pam, Chris. Cheryl co.
Absent: Kathleen Pam to vote
Guests: Gayle Landry, Seelye Longnecker

Meeting called to order at 6:41 by Michelle.

Minutes - Jan 4, 2022 - ammendment to page 2
Change 2/2022 to 3/2022. Motion to accept as
ammended by Cheryl, 2nd Pam All approved.

Minutes Jan 18th Policy updates. Motion to
approve as printed by Chris, 2nd Pam. All approved.

Encumbered funds - motion to return the extra
salary funds resulting from Director leaving to
the Town by Michelle, 2nd Jen \$ 2,618 ³³ CP
All approved. Payroll cannot be encumbered.

Motion to encumber Baker + Taylor invoice from 2021
in the amount of \$ 520.68 by Pam, 2nd Jen All approved.
Motion to move all account interests to savings by Michelle, 2nd Pam

Treasurer's Reports: See attached
Library Report: See attached

Motion by Chris to purchase Book List at \$174⁹⁵
as suggested by Judy Preston to aid in the purchase
of books. 2nd Pam All approved.

Some discussion took place re: covering hours
during Mary's absence (6-8 weeks). Trustees will
fill gaps in coverage, along w friends Gayle
Landry and S

Jen will provide a monthly budget for book purchases
to avoid year-end spending. Some discussion to
use digital/electronic time sheets followed. Jen
will review w Judy and/or Megan before a decision
will be made.

Michelle asked Friends of the Library, Gayle Landry and Seely Thompson, both present, if they would like to have the Book Club back at the library. Both said yes. Motion to return the use of the library for the purpose of Book Club meetings to The Friends of the Library by Michelle, and Cheryl. All approved.

The library's "OPEN" flag is badly torn. A motion to approve the purchase of a new flag thru Amazon was made by Michelle, and Cheryl. All approved.

Patten Estate update: The house is back on the market and as such, funds have not been received by the estate attorney.
Town Report submission was reviewed and approved.

Staffing for Feb is done. Acting director's duties reviewed with Judy, who will review with Megan.

Elections: Chris and Cheryl will run for 2 open Trustee positions. Another Trustee is still needed, as well as another alternate.

Pam will stay on as an alternate to the Board.
Policy Changes & Updates: A letter to the employees with the Policy Changes made on 1/18/22 will be included with the next payroll.

Feb 15, Tues at 6pm will be the next policy only meeting, to update policies of the library.

Chris reported that part of the library's sign is missing on the south side of the black panel that shows the hours open. She has contacted

NE-OP-Co for replacement costs in the event the section is not buried in the snow. They have not responded to date.

Chris also reports that air in the waterline at the library continues to be a problem. It was agreed that a different plumber needs to look at it.

Non Public Session: at 7:38 a motion to enter a non public session in accordance with RSA 91-A:3, II (b) by Michelle, 2nd Cheryl. All approved.

A motion to adjourn the non-public session was made by Michelle at 8:07 and to seal the minutes of that session 2nd Pam. All approved.

Return to open session: A time for Trustees who were not at the interview w/ Melissa was tentatively set for Thurs. 2/17 at 10 AM.

Roll over CDs - All CD's come due this month.

A motion to roll the Kepper I CD into a new 25 mo CD with a .50 interest rate was made by Michelle 2nd by Pam. All approved.

A motion to roll the Haight CD into a 25 month CD w a rate of .50 was made by Michelle 2nd Cheryl. All approved.

A motion to roll the Kepper II CD into a 25 month CD with a rate of .50 was made by Chris, 2nd Pam. All approved.

There being no further business - a motion to adjourn was made by Pam, 2nd Jen. All approved.
Adjourned 8:21

Next meeting for Business March 1, 2022 at 6pm