

Salisbury Free Library
Trustee Meeting - July, 5, 2022

The meeting was called to order at 6:37 PM by Michelle Carr.

PRESENT: Cheryl Bentley, Michelle Carr, Christine Dixon, Jen Hoyt, Melissa Lesniak

ABSENT: Nan O'Neill, Kathleen Anderson, Pam Monaghan

MINUTES: The minutes of the June 7th meeting were reviewed and corrections were made. Chris made a motion to accept the minutes with the corrections with a second by Michelle. All in favor.

TREASURE'S REPORT: SEE ATTACHED

There was discussion about direct deposit for library employee pay checks, but Jen reported that after discussing the option with the bank, it is not feasible due to the costs. She also discussed investment options for the CDs coming due in August and the bank suggested an annuity for the Haight CD and also for part or all of the Kepper CDs. Chris inquired about the rate for Federal bonds but Jen stated that the bank did not suggest federal or municipal bonds. Melissa said she would check online for bond rates. Chris will inquire with Edward Jones (investments) to see if they would attend our August meeting. No decisions were made regarding investments. Michelle made a motion to accept the Treasure's Report with a 2nd by Cheryl. All in favor.

DIRECTOR'S REPORT: SEE ATTACHED

Judy Elliott has offered to do a tea party as the close to the summer reading program. Michelle made a motion to bypass the background check unless required by the Town with a 2nd by Jen. All in favor. Michelle will inquire with the Town.

There was a discussion regarding the possibility of being open on Monday during the summer for story hour, possibly 2-6 for July and August. This was tabled until the August budget workshop.

OLD BUSINESS

POLICY REVIEWS:

The Inter-library Loan Policy was reviewed, discussed and edited. Chris made a motion to accept the policy with the edits and changes, with a 2nd by Cheryl. All approved.

The Library's Return Policy was reviewed, discussed and edited with an added section to address library property that is either not returned/lost or returned damaged. Chris made a motion to accept the Return Policy with the new edits and amendments with a 2nd by Cheryl. All approved. Michelle will edit and print the new policies.

BOTH POLICIES TO BECOME EFFECTIVE TUES JULY 12, 2022

The Friends of the Library have graciously donated \$390 for the upgrade to the Library's sign. Michelle made a motion to accept the donation with a 2nd by Cheryl. All approved. The Trustees

wish to thank the Friends for their very generous support. Michelle made a motion to allow Chris to approve the draft of the new sign hours with NEOPCO, with a 2nd by Jen. All approved.

NEW BUSINESS:

Meet and Greet: The Friends of the Library would like to host the Meet and Greet with Melissa on Saturday, July 16th from 11-2:30. Refreshments will be served. Melissa would like the focus to be having the community to come meet fellow library patrons, herself, the staff and also the Trustees. Chris Dixon and Melissa Lesniak will be responsible for coordinating food and beverage donations.

NEXT MEETING: August 2, 2022 at 6:30 PM, August 31, 2022 at 6PM

There being no further business before the board, Michelle made a motion to adjourn with a 2nd by Jen. All approved. Meeting adjourned at 8:32 PM.

Respectfully submitted,

Christine Dixon, Secretary