

Salisbury Free Library
Trustee Meeting Minutes ~ Approved 1/18/24
January 2, 2024

Michelle called the meeting to order at 6:04 PM

PRESENT: Trustees – Michelle Carr, Christine Dixon, Jen Hoyt, Nan O'Neill
Director - Nicole Morency

ABSENT: Cheryl Bentley

GUESTS: None

MINUTES: December 19, 2023

The Board reviewed their minutes of the December 19, 2023 meeting. Nan made a motion to approve the December 19th minutes as printed with a 2nd by Jen. All approved.

TREASURER'S REPORT: SEE ATTACHED All attached reports are available for viewing at the library during normal business hours.

Jen read the Treasurer's Report to the Board. Following some discussion, Nan noted that the report was labeled for November and should be for December.

The Report indicated that \$2,385.12 will be returned to the Town from having under-spent payroll as the result of the loss of the Children's Librarian and to not having a Director until July.

Michelle made a motion to return \$2,385.12 to the Town as unspent taxpayer dollars upon receipt of the 1st Quarterly payment from the Town with a 2nd by Jen. All approved.

Nan made a motion to accept the Treasurer's Report with the corrections with a 2nd by Michelle. All approved.

The Board reviewed the Treasurer's Year End Report. Following some discussion, Michelle made a motion to accept the Treasurer's Year End Report with a 2nd by Nan. All approved.

DIRECTOR'S REPORT: SEE ATTACHED

Town Report: The Board reviewed and suggested edits for the Annual Library Report. Nan made a motion to approved the amended Report with a 2nd by Chris. All approved.

OLD BUSINESS:

PRINTER: The new Brother printer arrived and has been installed. The old printer is now in the office and can be used for copies and for the Director to print from.

WATER TEST: Cheryl is absent tonight and the subject was tabled.

WINTER CLOSURES: Following some discussion, Michelle made a motion to restore the authority to decide when the library will be closed to the Director with Chris Dixon acting as backup. Nan seconded the motion. All approved.

WARRANT ARTICLES: Michelle will make a request to the Selectmen that a copy of the warrant articles related to the library be sent to her for review by the Board at the next meeting.

Salisbury Free Library

Trustee Minutes Pg 2

January 2, 2024

POLICY REVIEW: The Board reviewed the policy Request for Reconsideration of Materials or Programs. The policy had been sent to the Town's Attorney for review and had been heavily edited.

The Board agreed to replace the word **Patron** with **Resident of Salisbury, NH** in order to clarify who may request a reconsideration of materials or programs. **Director** was amended to **Library Director**.

A motion to accept the policy as amended could not be made until the full Board is present. Policy approval was tabled.

NEW BUSINESS:

Leonida Rasenas, who has volunteered for several Library events, has expressed an interest to become an alternate to the Board of Trustees. Michelle will send a letter of recommendation to the Selectmen and request that they appoint her.

Jen noted that there was a correction to 120 total hours available from the Children's Librarian hours to be assumed by the Director.

Nicole stated that she has received information from several other libraries regarding the storage of the overdose drug Narcan in their library in the event of a drug overdose. Following some discussion, the Board agreed that even with the Good Samaritan Law in place, that unless it was mandated by state or local officials, that the Board was not in favor of storing that drug.

There being no further business to come before the Board, Michelle made a motion to adjourn with a 2nd by Jen. All approved.

Meeting adjourned at 7:28 PM.

Next meeting: January 16th at 6 PM – review of sealed non-public minutes.
February 6th at 6 PM -- regular Board meeting

Respectfully submitted,
Christine Dixon, Secretary