

**Salisbury Free Library  
Trustee Meeting - Minutes  
May 3, 2022**

Approved  
6/7/22

Michelle called the meeting to order at 6:37 pm.

**PRESENT:** Cheryl Bentley, Michelle Carr, Christine Dixon, Jennifer Hoyt, Nan O'Neill, Melissa Lesniak, Director

**GUESTS:** Gayle Landry, Seeley Longnecker

**ABSENT:** Kathleen Anderson, Pam Monaghan

**Approval of minutes** of April 5, 2022 - motion by Michelle to accept the minutes as written. 2nd by Chris. All in favor, motion passed.

Approval of minutes of April 11, 2022 - motion by Michelle to accept the minutes as written. 2nd by Nan. All in favor, motion passed.

**TREASURER'S REPORT:** SEE ATTACHED

**DIRECTOR'S REPORT:** SEE ATTACHED Some discussion was had as to the reestablishing of Story Time. Melissa stated that she had been consulting with parents that came in and that the general input was to have something in the evening due to both parents working. No decision was made at this time.

**OLD BUSINESS:**

**Spring cleaning** of old and unorganized paperwork was conducted April 27 by Michelle and Jen. The shredder could not keep up with the task. A new shredder was donated and a motion was made by Michelle to accept the donation with a 2nd by Nan. All approved. Motion passed. Gayle stated the the Town Offices would be doing shredding in the near future and that we could inquire with April if we had additional paperwork to be shredded. There was also a document that indicated retention dates that we could refer to at the Town Office. A 2nd date for additional sorting would be scheduled at a future date. Michelle made a motion to accept the donated paper for the use of the Trustees. 2nd by Nan. All approved. Motion passed.

**Book Sale/Town wide yard sale on May 21st** was discussed. Melissa will have the book sale set up on Thursday evening so that people picking up Yard sale maps could have an early opportunity to buy books. There were suggestions as to other places to advertise the book sale and Melissa said she would look into each. Seeley mentioned that the number of registrants so far for the yard sale were considerably reduced this year, which was disappointing. This is a fundraiser by the Friends of the Library for the benefit of the Library and is usually an annual event.

**Building issues** are to be reviewed by Jim Hoyt per request of the Selectboard. They include raised shingles on the roof, sections of the building that need to be painted - the roadside in particular and that a few of the screens along the back of the building need to be secured. Honey bees are getting trapped and dying. Chris requested a copy of any report that Jim

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provides to the Selectboard or a copy of the minutes. Jennifer stated she would ask Jim for a copy. It was also noted the the Historical Society plans to paint both the church and the museum and that we should contact them regarding dates, amounts, etc. Chris will contact the Historical Society. Permission from the Town would be required for any maintenance done.

The sections of the sign that indicate the hours of the library have been taken to NE-OP-CO for updating. Chris will pick them up when they are ready and reinstall them. They will provide the cost later this week.

### **NEW BUSINESS:**

Trustee training dates were announced.

Michelle stated that there were more policies to be reviewed and that rather than schedule another meeting to review them, we would review one or two at each meeting.

The Friends of the Salisbury Free Library and Children's Librarian Megan Philbrook, are putting together a book/library oriented gift package for children entering and registering for kindergarten at the SES.

Gayle indicated that she was still missing minutes from Feb 2022. She also indicated that the minutes must be an electronic transfer and not a scanned document as in handwritten minutes. Michelle will review the dates for the requested minutes.

There being no further business before the Board, Michelle made a motion to adjourn, 2nd by Nan. All approved. Motion passed.

Meeting adjourned at 7:46 pm.

**Next meeting: June 7, 2022 at 6:30 pm**

Respectfully submitted,

Christine Dixon, Secretary