

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

TUESDAY, FEBRUARY 8, 2011

PRESENT: Liz Householder, Brenda Holmwood, Bobbie Ziegra, Jackie Hemond, Michelle Guertin, Jim Fogarty

ABSENT: Phil James, Sharon Sanders

GUESTS: None

ADDITIONS TO AGENDA – Executive Session for Personnel Matters

CALL TO ORDER at 6:19 PM by Chairperson Michelle Guertin

PUBLIC COMMENTS – None

GENERAL PROCEEDINGS

- **Minutes of last meeting**

Minutes of 1/11/11 meeting reviewed and accepted as amended. Motion by Liz, seconded by Brenda, M/C 4-0. Minutes of 1/29/11 meeting reviewed and accepted. Motion by Michelle, seconded by Liz, M/C 4-0.

- **Financial report** presented by Liz as of 2/8/11 reviewed. Motion to accept by Brenda, second by Michelle. M/C 4-0. Final balance to checking account confirmed, money order made to pay for Awe system, account closed.
- **Correspondence - None**
- **Librarian's report** – Statistics reported. Many days last month the library was closed due to snow, the statistics were lower. E books in circulation, total patrons up from last year, lots of monthly programs. Two book groups active. Status of budget reviewed, heat in library still a problem- continue to be worked on. Job description of Tech. Manager tabled until revised, wish list up on bulletin board, Awe machine here and set up.
- **Friends of the Library report** – Meeting February 16 at 7 PM

OLD BUSINESS

- Jim commented on the Memorandum of Agreement - due to the ordinance the Friends group cannot be ex officio members of the library board. Motion made by Liz- At this time the Board has voted not to approve the current Memorandum of Agreement between the Library Board and The Friends. Seconded by Michelle, M/C 4-0.
- Old Library Discussion – Sharon unsuccessful meeting with John Butts about issues... Placed on hold. Jim made a presentation to the BOS about the Pavillon. Because of the cupola size, there is concern of need for extra support. The

committee decided not to include it in the plan because of the extra cost. Committee asked Kevin to investigate the possibility of the cupola going back on the Old Library.. Kevin wants a structural engineer to study this.

The cupola needs two more coats of paint, more work on the copper top, possible cost about \$5,000.00. Cost of renovating the building to make it functional around \$25,000.00. Sharon will continue to investigate grants.

- Budget for 2011-2012 – Final presentation to BOF was reviewed.

NEW BUSINESS

- At 6:20 PM, motion by Liz to go into executive Session to discuss a Personnel Matter, seconded by Brenda. Motion made to come out of executive session at 6:27 PM by Brenda, seconded by Michelle. M/C 4-0. Motion made to present staff salary recommendations to BOS and BOF. Made by Liz, seconded by Brenda. M/C 4-0.
- Reviewed work of LB group to develop policies. Last meeting canceled. Look at other library policies. General review.

OPEN DISCUSSION –BOF meeting to attend, 2/17/11 and 3/17/11. Discussed changing copier fees. Jim discussed town fund balances.

ADJOURNMENT- motion to adjourn made by Liz at 7:46PM, seconded by Michelle. M/C 4-0.

Respectfully Submitted,

Roberta Ziegler
Recording Secretary

NEXT MEETING March 8, 2011 AT 6:15 PM