

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

TUESDAY, MARCH 8, 2011

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

ABSENT: Phil James,

GUESTS: None

ADDITIONS TO AGENDA – Copier fees
Job description
New meeting schedule

Motion to add above to agenda made by Liz, seconded by Michelle. M/C 5-0

CALL TO ORDER at 6:17 PM by Chairperson Michelle Guertin

PUBLIC COMMENTS – None

GENERAL PROCEEDINGS

- **Minutes of last meeting**

Minutes of 2/8/11 meeting reviewed and accepted as amended. Motion by Liz, seconded by Brenda, M/C 5-0.

- **Financial report** presented by Liz as of 3/8/11 reviewed. Motion to accept as amended by Sharon, second by Michelle. M/C 5-0.
- **Correspondence** - Thank you note from Pat A. to LB for donation to her father's memorial fund.
- **Librarian's report** – Statistics reported, will be emailed tomorrow. Winter reading program big success- 118 adults, teens, children participated, 510 books read. Heating problems continue- hot vs cold. Evaluation and repair continue. Newsletter reviewed. Budget on target, closely monitored. Salary comparisons reviewed- Salem on low side. Graphs of staff typical week hours/activity reviewed. Jackie discussed possible cuts in state budget reimbursement to libraries.. Interlibrary loan and Conncard may be eliminated. Job description for Technical manager reviewed. Motion to accept as edited made by Sharon, seconded by Liz. M/C 5-0
- **Friends of the Library report** – Staff Appreciation Brunch will be held April 16 at 8:30 AM. Invitations will be sent this week.

OLD BUSINESS

- Old Library Discussion – no new activity

- Budget for 2011-2012 – Michelle answered questions at BOF meeting. LB made decreases in Bibliomation, decrease in computer purchase cost. Also looked at projected revenue. Bozrah fee still in negotiations by Kevin. Budget tabled with revisions. Jim reported that salaries were discussed at BOS meeting. HL hours increased by four hours. Entire salaries for town staff increased by 2.25%. Jackie will update the Technical Manager job description. Jackie will go to Bof meeting this week to answer questions.

NEW BUSINESS

- Data for copier fees were reviewed... Present fees cover operating costs, no fee increase.
- LB will work on developing LB policies at the next meeting.

OPEN DISCUSSION –None

ADJOURNMENT- motion to adjourn made by Sharon at 7:33PM, seconded by Liz M/C 5-0.

Respectfully Submitted,

Roberta Ziegler
Recording Secretary

NEXT MEETING APRIL 12, 2011 AT 6:15 PM