

MEETING OF LIBRARY BOARD OF DIRECTORS
SALEM FREE PUBLIC LIBRARY
Monday, December 13, 2021 at 7:00 PM

CALL TO ORDER at 7:08 PM by Diane Robillard, acting chair until installation as official chair

- **Present:** Diane Robillard, Vicky Coffin, Susan Butler, Mary Cikatz, Dee Doolittle, Alan Benkert
- **Guests:** Carl Nawrocki, Susan Butler, Robin Jensen, Julie Stoken (was appointed by the RTC for the seat vacated by Maura Rehrig – letter from RTC read by Diane – moved by Alan to approve her nomination for 2 year seat, 4/0 – will need to be sworn in)

ADDITIONS TO AGENDA:

- Election of officers
 - Secretary: Mary Cikatz nominated by Dee Doolittle, 2nd Alan Benkert: Approved 4/0
 - Chair: Diane Robillard nominated by Mary Cikatz, 2nd Dee Doolittle: Approved 4/0
 - Treasurer: Dee Doolittle nominated by Diane Robillard, 2nd Alan Benkert; Approved 4/0
- Dee Doolittle volunteered to be the liaison from the board to the Friends of the Salem Library
- Looking at “collection development policy”
 - Alan expressed his positive feedback for approval of this policy – lengthy discussion by board with significant input from Vicky
 - Possibly 2 policies imbedded into one – first being the acquisition of materials; the second being who can take out what from the library (based on library bills of rights from the ALA)
 - Motion made by Alan to approve collection development policy, appendix A and the material reconsideration form, 2nd Dee; Approved 4/0
- Set 2022 meeting date schedule
 - January 11, 2022
 - February 8, 2022
 - March 8, 2022
 - April 12, 2022
 - May 10, 2022
 - June 14, 2022
 - July 12, 2022
 - August 9, 2022
 - September 13, 2022
 - October 18, 2022 (third Tuesday in the month)
 - November 8, 2022
 - December 3, 2022
 - January 10, 2023

COMMENTS/CORRESPONDENCE: none

GENERAL PROCEEDINGS:

- **MINUTES** OF November, 2021 Meeting: minutes were reviewed. Motion to approve by Mary, 2nd by Alan –Approved 4/0
- **FINANCIAL REPORT:** Diane shared the report. Alan commented on the improvements that Diane has made to the report. Motion to approve Alan, 2nd by Dee – Approved 4/0

- **LIBRARIAN'S REPORT:** Vicky shared report. Continuing with holiday book bundles for children. Considering creating a library of "useful things". Talked about various cable/connectivity issues at the library, possibly due to weather events. A few of the new HVAC renovations will occur this year (new generator, fan installation, etc.) Solar picnic table scheduled to ship at the end of January. Need to discuss the following at upcoming meetings:
 - 2022-2023 municipal budget
 - Updating library personnel job titles and descriptions
 - CLA compensation benchmarks to aid in doing this
 - Salaries are a part of the town budget, not the library's budget
 - Fine-free initiative at the library
 - Ideas for town ARPA grant funds; committee is being formed
- **FRIENDS OF THE LIBRARY REPORT:** Carl shared highlights. Gave a review of what the Friends are, and what they do – provide money only to the Salem Library. Talked about book sales, collecting and sorting books, funding summer reading program, working with Vicky about how to repurpose the old library building. Carl has found out he's on the ARPA committee on how to use the grant funds.

OLD BUSINESS: None

NEW BUSINESS: Approval of upcoming meeting dates for 2022 (see above). Move to approve – Alan, 2nd by Mary – Approved 4/0. Mary will be away for the January 11, 2022 meeting – Julie has offered to take the minutes.

- Diane brought up the topic that any one on any board should have a separate email for just that board. Will get more information for us.

ADJOURNMENT: 9:04 PM.

Respectfully submitted by,
Mary Cikatz
 Secretary

NEXT MEETING: TUESDAY, January 11, 2022 at 7:00PM