

## Minutes of the LIBRARY BOARD OF DIRECTORS MEETING

### At the SALEM FREE PUBLIC LIBRARY

Tuesday, April 18, 2023 at: 6:00 PM

- **Present:** Diane Robillard (chair), Alan Benkert, Julie Stoken, Mary Cikatz
    - Shannon Henson (Library Director)
  - **Absent:** Dee Doolittle, Maureen Collins
  - **Guests:** Carl Nawrocki, Kevin Lyden, Flora Drapeau
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1. Call to Order at 6:03 PM
    - a. Pledge of Allegiance
    - b. Additions to the Agenda – signing of cards for library staff for library week – Carl will take them home to add a gift from the Friends of the Salem Library
  2. Public Comments/Correspondence – Flora Drapeau is possibly interested in running for library board, and is attending the meeting to see what happens here
  3. Approval of Minutes of February 14, 2023 – **M/S Alan/Julie to approve minutes as written, 4/0**
  4. Reports of Board Officers
    - a. Chairperson – Diane Robillard – talked about Board of Finance meeting to approve library budget – very positive comments from people in attendance – outcome is yet to be publicized – per Kevin Lyden, nothing was cut – will be going on to the town meeting on May 3<sup>rd</sup>, which then adjourns to referendum; bylaws and policies have been revised, and Pam Munro has reviewed them based on her experience with town boards – Diane talked about meeting with Pam to get her input – not much of the “meat” was changed, only grammar, etc. – will have both committees meet again to finalize with Pam’s suggestions and then get them back to the town for approval
    - b. Secretary – Mary Cikatz - nothing
    - c. Treasurer – Dee Doolittle – has submitted the treasurer’s report - \$769.13 in fines/fees, etc. collected thru this fiscal year – **M/S Alan/Julie to accept treasurer’s report**
  5. Other Reports
    - a. Library Director– Shannon Henson – front door to library has been repainted by town crew; lots of upcoming events being planned for the library such as a craft swap; first art display is up (works by Josephine Snarski); seed library; Elizabeth Lane and the upcoming plant sale in May; patron count in March was 921 (almost back to pre-Covid levels); Kevin Lyden has offered to bring a compost bin into the library for patrons to see what it’s used for;
    - b. Friends of the Salem Library (FOSL) – Carl Nawrocki – executive board of Friends met 4/17 to go over the FOSL budget – when finalized, they will present the monies to the library – possibly going back to pre-Covid levels; talked about a Winter reading program; large screen TV in library will be replaced; need to purchase an additional donors plaque especially since the passing of Bobbie Ziegra, and donations in her memory are coming in; Quilters and Knitters have become ad hoc committees under the Friends, and are covered by their insurance
      - i. Kevin Lyden added that the old library is progressing very well – cupola will be installed on the roof – planning on having painting done in May - \$18,000 from

ARPA money is allocated for programs or possible library needs/repairs; old library will be a town building to be available for use to the public by request;

6. Unfinished Business
  - a. Policy Committee Update – subcommittee will revisit based on Pam Munro’s suggestions – Julie had wished that she were there to hear why suggestions were made, as Pam is not a lawyer; Diane was directed by town hall to meet with Pam based on Pam’s experiences with various town boards; Kevin think it might have been a request for another set of eyes;
  - b. Bylaw Committee Update – Alan has a few potential meeting dates with the subcommittee to go over comments from Pam; said that Pam had pointed out a few FOI changes/suggestions/misunderstandings and that this would make the attorney look over go quicker and smoother
7. New Business
  - a. May meeting date schedule – Shannon will be away for May meeting date and would prefer to move meeting - **M/S Julie/Mary to move meeting to May 16<sup>th</sup>** – according to Kevin, because the date has been moved, this will be considered a special meeting, and therefore you cannot add to the agenda at the meeting
8. Agenda Items for Next Regular Board Meeting – May 16, 2023
  - a. Approval of Friends Money
9. Adjournment at 6:58 PM.

NEXT MEETING: Tuesday, May 16, 2023 at 6:00 PM

Respectfully submitted,

Mary Cikatz, Recording Secretary