

Nichols Memorial Library Trustee

Meeting Minutes

January 23, 2012 5PM

Abbreviated meeting due to inclement weather

Call to order: At 5PM by Chair Helen Heiner.

Present: Helen Heiner, Bess Hanson, Sarah Heath,
Kevin Desmond and Librarian Jon Kinnaman

Excused: Jo Morse, Karin Karagozian, and Jessie Foley

Treasurer's Report:

- End of Year budget – return to town \$2930.08
- Charge card – will not work out, to attempt individual accounts – Amazon and Staples
- Discussed request by Select board – to keep level funding and give no salary increases to staff – Motion to rescind proposed increase in salaries made by Kevin Desmond seconded by Bess Hanson – discussion – vote unanimous to have no increases this year. Helen to inform Robin Woodaman, Select board secretary and Sarah to delivery new budget.

Librarian's report:

- Evaluations completed
- Problem with one computer, to wait until a second issue then to call Steve Jessup for repairs
- Request to renew magazine subscriptions – approved

Old Business:

- Chandeliers – having difficulty finding parts to explore further
- Radiator covers – ordered
- Legal review of policy manual – to be explore in 2012 – determine cost
- Staying up to date with the state issue on library vans and the changing of cultural affairs department
- Signature sheet for policy book, book to be reviewed yearly by staff and noted in their personnel file

New Business:

- Bess Hansan has agreed to continue to serve as Trustee for another three years, to see Town Clerk to sign form
- Dead River fuel oil, had problem with a delivery – now should be on a 10 day schedule

Open items: none

Meeting adjourned 5:45 PM

Next meeting scheduled February 27th 2012 5PM Reference Room

Submitted by Helen Heiner