

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

TUESDAY, FEBRUARY 12, 2013

PRESENT: Brenda Holmwood, Bobbie Ziegra, Jackie Hemond, Maryanne Casciano, Len Giambra

ABSENT: Sharon Sanders, Michelle Guertin

GUESTS: Barbra Jewett

ADDITIONS TO AGENDA: Discuss draft for Library Survey

CALL TO ORDER at 6:15 PM by Chairperson Len Giambra

PUBLIC COMMENTS – None.

GENERAL PROCEEDINGS

- **Minutes of last meeting**  
Minutes of 1-8-13 meeting reviewed and accepted as amended . Motion by Brenda, seconded by Maryanne, M/C 4-0.
- **Financial report** presented by Bobbie for Michelle as of 2-12-13 reviewed . Motion to accept by Brenda, seconded by Maryanne M/C 4-0 .
- **Correspondence** - None
- **Librarian's report** -Library annual report submitted for Town's annual report. Reviewed. Monthly statistic reviewed- numbers are rising in all categories. Jackie discussed proposed capital expenses for facility maintenance. Winter reading program in progress. Check received from the state for \$2407.00
- **Friends of the Library report** – Meeting 2-20-13 at 6:30 PM in Library. A short meeting will be followed by a Chocolate Social . Members are encouraged to bring guests .

OLD BUSINESS

- Budget 2013-2014 was reviewed and amended. Due by Feb. 14. Len and Jackie will finalize and deliver.
- Job description for Head Librarian reviewed. Motion to accept as amended made by Maryanne, seconded by Brenda. M/C 4-0
- Senior Assistant Librarian reviewed and amended. Motion to approved made by Maryanne, seconded by Bobbie. M/C 4-0
- Plan for Town Support for BOF meeting 2-28-13 discussed Friends of the Library will send people for support. Encourage other towns people to come to the meeting and support
- Girl Scout sleep over request deleted from agenda

NEW BUSINESS

- Draft for Library Survey discussed. Final draft will be done by May 1. Len will send information from Vision Committee

ADJOURNMENT- motion to adjourn made by Maryanne at 8:00PM, seconded by Brenda. M/C 4-0.

Respectfully Submitted,

Roberta Ziegra  
Acting Recording Secretary

**NEXT MEETING MARCH 12 ,2013 at 6:15 PM**