

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

MEETING of February 10, 2015, 6:45 PM

PRESENT: Len Giambra, Wendy Ortega, MaryAnn Casciano, Michelle Guertin, Rachel Gaither,

GUESTS: Carl Nawrocki

CALL TO ORDER by Len at 6:57pm

ADDITIONS TO AGENDA None

PUBLIC COMMENTS None

GENERAL PROCEEDINGS

- **Minutes of the meeting of 1/13/2014** were reviewed and approved with changes. The motion was made by Michelle and seconded by Maryann. M/C 4-0.
- The **financial report dated February 9, 2015** was presented by Michelle. The motion to accept was made by Wendy and seconded by Maryann. M/C 4-0.
- **Correspondence** Rachel received the interest earned from the Community Foundation Grant and the State Aid check for the State of CT.
- The **Librarian's Report** was provided by Rachel. The librarian reviewed her written report. The proposal for the Tech Upgrade has been submitted to the BOF. The 2015-16 Library Budget Request has been submitted. Updates were given on the Programs and Events coming up in the spring. The Monthly Circulation Report was reviewed.
- Carl reported for the **Friends of the Library**. Carl shared an article he had written seeking volunteers with a science, technology, engineering or mathematics background to be a part of the STEM Advisory Committee. This Committee will help plan and introduce STEM Literacy to the Library as part of the celebration of the Friends 25th year supporting Salem Free Public Library.

OLD BUSINESS

- The board reviewed the revised **Meeting Room Policy**. A motion to accept the policy was made by Wendy and seconded by Michelle. M/C 4-0.
- Also reviewed was the revised **Policy for Acceptance of Donation and Gifts and Donation Receipt** form. A discussion was had regarding communication of the Friends of the Library donations. A decision was made that the Head Librarian will forward the Friends' quarterly report to the Library Board Treasurer. The motion was made to accept the policy and receipt form by Michelle and seconded by Wendy. M/C 4-0.

Library Board of Directors Meeting 1/13/2015, Page 2

NEW BUSINESS None

OPEN DISCUSSION

- February 26th BOF meeting to discuss the Operating Expense Budget.
- March 19th BOF Meeting to discuss Budget regarding salaries

MOTION TO ADJOURN was made at 8:08 PM by Maryann and seconded by Michelle. M/C 4-0.

Respectfully submitted,
Wendy Ortega, Interim Recording Secretary

NEXT BOARD MEETING: TUESDAY, 3/10/2015, 2015 (6:45 PM)