

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

MEETING TUESDAY, August 12, 2013

PRESENT: Len Giambra, Michelle Guertin, Mary Ann Casciano, Brenda Holmwood, Jackie Hemond, Sharon Sanders

ABSENT: Bobbie Ziegra

GUESTS: Anne Rowthorn, Carol Traggis, Nancy Rollinson

CALL TO ORDER by Len at 6:22 PM

ADDITIONS TO AGENDA: The Friends of the Library requested sponsorship for granting a liability insurance waiver. See New Business.

PUBLIC COMMENTS: Guests were introduced by Len. Anne Rowthorn and Carol Traggis, both Salem residents, are candidates for 2 Library Board position vacancies in the November 2013 election. (Bobbie and Brenda will be completing their respective terms and have decided not to run again.) Anne is a Friend of the Library and a feature writer for Our Town. Carol, also a Friend, is a former member of the Board of Education. Nancy Rollinson, a resident of Bozrah who has volunteered for the Friends, has agreed to serve as the nonvoting observer from Bozrah on the Library Board.

GENERAL PROCEEDINGS

- **Minutes of 6/11/2013 meeting** were reviewed and approved with a correction. The motion was made by Sharon and seconded by Mary Ann. M/C 5/0.
- **Financial reports of 6/11/2013 and 8/13/2013** were presented by Michelle and accepted. The motion was made by Mary Ann and seconded by Sharon. M/C 5/0.
- **Correspondence** See Librarian's report.
- **Librarian's Report** was provided by Jackie. Circulation statistics for July compared to July 2012 were deferred until the next meeting. The library has had about 18 volunteers and 20 programs this summer and now has 3 book groups. Jackie shared a patron's letter that expressed appreciation for the children's services and the hard work and creativity of staff.
- The next meeting of **Friends of the Library** will be held on 8/21/2013 at 7 PM in the large program room at the library.

OLD BUSINESS **Library survey** document, Version 4—August 10, 2013, was reviewed and changes agreed upon by the board. The plan is to publish the survey in the next issue of Our Town, make it available electronically through the town website and as a hard copy for pick up at the library. Additional details will be reviewed at the September meeting. The tentative time line for distribution of the survey and collection of data is September to November.

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NEW BUSINESS

- Len reviewed a letter from the Friends requesting the board to sponsor the Friends for a waiver of liability insurance requirements for the use of town facilities. A motion was made to sponsor the Friends for granting a waiver of liability insurance requirements for use of town facilities. The motion was made by Sharon and seconded by Brenda. M/C 5/0. Each board member signed the letter.
- Jackie reported that Kevin wants to trim the hedges at the entrance of the library to improve lighting. The board agreed this was a good idea.

OPEN DISCUSSION: None

Motion to adjourn at 8:10 PM was made by Michelle and seconded by Brenda. M/C 5/0.

Respectfully submitted,

Sharon Sanders, Recording Secretary

NEXT MEETING: Sept 10, 2013 @ 6:15 PM