

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

MEETING, TUESDAY, SEPTEMBER 14, 2010

PRESENT: Liz Householder, Brenda Holmwood, Bobbie Ziegra, Jackie Hemond,
Michelle Guertin, Sharon Sanders

ABSENT : Phil James

GUESTS: Kevin Lyden
Sandy Teixeira
Susan Nikirk- did not appear

ADDITIONS TO AGENDA :Nominations for Unsung Hero Award
Action on Friends letter to Salem School

CALL TO ORDER at 6:17 PM by Chairperson Michelle Guertin

PUBLIC COMMENT- None

GENERAL PROCEEDINGS

- **Minutes of last meetings**
 - Minutes of 7/8/10 meeting reviewed and accepted as amended .
Motion by Sharon, seconded by Liz. M/C 5-0.
- **Financial report** presented by Liz of 8/10/10 and 9/14/10 reviewed. Motion to accept by Brenda, second by Michelle. M/C 5-0.
- **Correspondence** – None
- **Librarian's report** presented by Jackie. Monthly newsletter reviewed, statistics up and down. Doing well. A grant received from the state for broadband technology upgrades. DSL system now upgraded Within three years, whole system will be upgraded. Jackie will complete annual report. Computer update- whites ones are going down, five used computers were donated by the Coast Guard Academy- licenses still needed. Three computers were replaced. Thursday and Friday. Tracking report later. Volunteer hours from May to August are 431. Church services continue once a month. Jackie will discuss with Kevin.
- **Friends of the Library report** by Sharon. Loi Tierney will become Membership Chair. Sandy attended Salem School Graduation and presented 4 awards from the Friends. A new Friends brochure is at the printers. Len Giamba and Sharon will work on grant writing for the library. Used Book Sale will be 10/29 and 10/30 at the Salem School gym. Contact Carole to volunteer.

OLD BUSINESS

- Memorandum with Friends. No motion.
- Old Library Discussion- The Municipal Land /Building Use Committee is looking at the Old Library.. Michelle will discuss with Kevin.
- Letter for Friends of the Library for Book sale- attached. Sandy requested the later from the Library Board for use of Town Facilities(school gym). Motion made by Sharon, seconded by Liz to accept the letter as read. M/C 5-0.
- Gold Award- no reports.

NEW BUSINESS

- Unsung Hero Award Nominations – nominations of people discussed already made.
- Susan Kikirk did not appear. She wants to discuss use of program room for dance classes. Notify Kevin if any future specifics.
- Kevin Lyden updates.. Happy with Jackie and library staff for all their good work. Town is catching up on deferred maintenance for the library. Cleaning service continues- monitor. Floors cleaned and buffed professionally, now on a schedule. Carpets cleaned, ongoing twice a year. Paint touch ups completed, water smells better with filtration. Fire alarm fixed, roof repairs, solar panels installed, new alarm system in place. HVAC maintenance plan in place. Events ordinance being developed by selectmen.

OPEN DISCUSSION – Discussion of need for By-laws and a mission statement.
Bobbie will investigate.

ADJOURNMENT - Motion to adjourn at 8:40 PM by Sharon, seconded by Liz. M/C 5-0

Respectfully submitted,

Roberta Ziegra
Recording Secretary

Next meeting October 12, 2010 at 6:15 PM.