



Milton Free Public Library

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Milton Free Public Library Trustees Minutes June 14, 2017

Attendees: Laurie Palmeira, Betsy Baker, Nancy Drew, Larry Brown

The meeting was called to order at 2:07PM by Larry Brown.

Nancy Drew made a motion to approve the May 10, 2017 meeting minutes as written. Larry Brown seconded. All in favor.

Public comment: Larry Brown noted the passing of Nancy Johnson. He stated that we should remember Nancy Johnson for her work in the community on the planning board, ZBA, library, and as state representative. She worked to curtail the damage from the 2002 floods and gave us the library that we have today.

Betsy Baker gave the librarians report. The patron count for May 2017 was 329 patrons including 172 adults, 23 teens, and 134 children. The year to date patron count totals 1,425 of which 739 were adults, 165 teens, and 521 children. The Overdrive (NH Downloadable Books) numbers for May totaled 187 transactions and consisted of 92 audio books and 95 e-books. Seven adults and two children visited the library during the Memorial Day observances. Betsy noted that the library will be closed on Tuesday, July 4th. Betsy will be helping to plan the July 4th parade as a town citizen. The parade is scheduled for 10AM.

The Trustees thanked Betsy Baker as the Milton Free Public Library Director for making the library visible for the July 4th parade.

Larry Brown moved to authorize Nancy Drew to research and purchase small booklets of the United States Constitution to hand out at the parade. Nancy Drew seconded. All in favor.

Larry Brown stated that Nancy Drew's name should be added as a signor on the library checking account. All agreed – Larry Brown's name will be removed.

Nancy Drew presented the treasurer's report. The opening balance for the checking account at Citizens Bank on May 1, 2017 was \$1,997.14. There were zero withdrawals. There was a \$30.00 deposit on May 16, 2017 and \$0.02 interest deposited on May 31, 2017 for an ending balance of \$2,027.17. The Guilt Jar yielded \$17.00.

Larry Brown made a motion to accept the treasure's report and have it placed on file. Laurie Palmeira seconded. All in favor.

The library bylaws were reviewed and reformatted for consistency by the library director. It was noted again for the record that the library director is authorized to make purchases up to \$1,500.00.

In addition, the Memorandum of Understanding (MOU) between the Trustees and the Board of Selectmen dated May 1, 2017 is also on file and in the general policies handbook.

Nancy Drew enjoyed the Library Trustee's conference she attended. She questioned if the Trustees should make use of alternates.

At 3:00PM Laurie Palmeira moved to enter meeting into non-public session per RSA 91-A:3 II(a) (employment issue) and polled each member individually affirm the vote to enter non-public session. Each member was asked if they agree yes or no to enter non-public. All members agreed 3-0 to enter non-public.

At 3:35PM Larry Brown made a motion to exit the non-public session and Laurie Palmeira seconded.

Larry Brown made a motion to support the five-point recommendation of the Trustees made in executive discussion for Library Director's job performance and support the salary increase as indicated. Laurie Palmeira Seconded. All in favor.

No public comment.

The next Library Trustee meeting will be on Wednesday, July 2, 2017, at 2PM at the library.

Nancy made a motion to adjourn the meeting at 3:49PM. Larry seconded. All in favor.

Recorded by Laurie B. Palmeira

Larry Brown

Laurie B. Palmeira

Nancy Drew