

G.A.R. Memorial Library Trustees Meeting Minutes
 January 10, 2023, 6:30pm, Zoom

Present: Fred Chanania, Marcia Sellos-Moura, Tom Salvo, Amy Custance, Laura Collins, Ashley Adams, Heather Conner, Paula Breger
 Absent: Sandy Nawrocki
 Recording Secretary: Laura Collins

Agenda Item	Outcome
Approve Outstanding Minutes	Tom moved to approve minutes from the December meeting as written on screen, and Amy seconded. The vote was 7 approve, 0 oppose, 1 abstain (Heather Conner was absent from the Dec. The minutes were approved.
Director's Report	<ul style="list-style-type: none"> a. The library has changed over to a new software, Assabet, for events and museum passes. b. Programming for January includes Mrs. K., family storytime, and yoga. c. Corinn submitted an application to the state's Veteran's Heritage Collections Grant. Elisa and Fred wrote letters of support. If awarded, this grant will be used for maintaining historical records. d. As a result of Elena Cordova's (of Myriad Consulting) assessment of the library archives, Corinn has requested shelving and archival boxes to house the collection. e. With West Newbury Wild and Native, the library is exploring the possibility of a grant that may allow Pentucket High School students to help with the planned pollinator garden. f. Fred and Corinn invited the Board to attend the January 17 Select Board meeting in person or online. They will be presenting the 5-year plan.
FY24 Budget Finalization	<ul style="list-style-type: none"> a. The FY24 Budget includes a request a step increase for two library assistants. b. Fred noted that the budget is essentially flat, and has increased only to reflect a slight raise for library assistants. c. Corinn confirmed that the town has completed the wage and salary study and that any staff who did receive wage increases received a retroactive (July 1) check by the end of 2022. d. Fred moved that we approve the budget as drafted on the Excel spreadsheet and the budget narrative, and Marcia seconded. The vote was 8 approve, 0 oppose, 0 abstain. The budget was unanimously approved.
Trustee Gift Fund	<ul style="list-style-type: none"> a. Corinn requested that the Board replenish the Trustee Gift Fund. b. Fred moved to authorize the transfer of \$10,000 from the Trustees investment fund for deposit into the Gift Fund. Marcia seconded. The vote was 8 approve, 0 oppose, 0 abstain. The transfer was unanimously approved.
FY 2022 Annual Report	<ul style="list-style-type: none"> a. The Annual Report covering July 2021-June 2022 (FY 2022) is due in February. b. Marcia moved to approve the Annual Report as shown on screen with name changes. Fred amended the motion to approve the report with the addition of Trustee names, and seconded. The vote was 8 approve, 0 oppose, 0 abstain. The FY 2022 Annual Report was unanimously approved.

Trustee Terms Ending in 2023	a. Fred notified via email the Trustees whose terms end in 2023. Heather Conner, Sandy Nawrocki, and Laura Collins must submit nomination paperwork for re-election.
Items Not Reasonably Anticipated	a. Ashley requested that the Board meetings for February, March, and April begin at 6:45pm to accommodate her academic schedule. The Board agreed to meet at 6:45pm for the next three consecutive meetings.
Next meeting	The next meeting is scheduled for February 14 at 6:45pm via Zoom.

Meeting Adjourned at 7:27 pm.

The Trustees' next meeting is scheduled for February 14, 2022 at 6:45pm via Zoom.