

Sandown Public Library

Board of Trustees Meeting

Minutes: November 20, 2023 6:30 p.m.

Call to Order 6:30 p.m.

Attendance (P: Present, A: Absent)

- (P) Chair Elaine Aubin
- (P) Vice Chair Marc Zucker
- (P) Secretary Melissa Tiney
- (P) Treasurer Stephen Brown
- (P) At-Large Barbara Lachance
- (P) Alternate Nell Keif
- (P) Alternate Jennifer Dawley
- (P) Director Brittney Bergholm
- (A) Selectman Liaison Robert Nickerson

Special Meeting to Discuss Finance Report/2024 Budget

- Trustee Tiney reached out via town email to Selectman Robert Nickerson to update on upcoming meetings, including the special meeting tonight. Will addresses with Mr. Nickerson his best contact information regarding Library business.
- Introduction of Library Director Brittney Bergholm to all members of the Board of Trustees
- P&L Budget vs. Actual Spreadsheet: \$19, 900 in salary surplus from approximately 12 weeks of vacant Director and Youth Services positions
- Budget Committee meeting 11/29/2023 and Library Board of Trustees will present unchanged Library budget of \$361,732.56 to the committee.
- Quotes in process:
 - Upgrades to security/fire service
 - 2nd Estimate for interior painting: \$5300 and library will need to close for 4 days
- Agenda items for next meeting: End of year celebrations for staff, meet the library director activities, discuss adding job posting for substitute library assistant, thank you gift for library accountant.

Adjournment: 7:26 p.m.

Next scheduled meeting: December 14, 2023 at 6:30 p.m.

Respectfully Submitted,

Melissa Tiney, Secretary