

Sandown Public Library
Board of Trustees Meeting
Minutes: December 8, 2022 7:00 p.m.

Call to Order 7:00 p.m.

Attendance (P: Present, A: Absent)

- ☐ (P) Chair Carol Busby
- ☐ (P) Vice Chair Diana True
- ☐ (P) Secretary Melissa Tiney
- ☐ (P) Treasurer Stephen Brown
- ☐ (P) At-Large Julie Drouin
- ☐ (A) Selectman Liaison Robert Nickerson
- ☐ (P) Director Adam Shlager

Member of the public present: Elaine Aubin

Pledge of Allegiance

Correspondence

- None

Finance Report

- P&L Budget vs Actual Spreadsheet: on budget, 3 December pay periods
- Anticipating furnace service and oil delivery this month.

Approval of Minutes

- Date of Minutes: November 10, 2022
- Motion: Trustee True
- Second: Trustee Brown
- Motion passed unanimously.

Director's Report (attached separately):

- Encumbered funds spent on new shelving (2 sets of 24 inch wide shelves mounted to the endcaps of existing shelving)
- Two staff members attended a Primex Seminar: Identifying and Responding to Aggressive Human Behavior and all staff attended a seminar on book challenges.

Old Business

- Important dates 01/25/2023-02/03/2023 Declaration of Candidacy, 3 vacancies on the Board

New Business

- Motion made by Trustee Busby that Director and Board of Trustees give out staff bonuses not to exceed a total of \$1,600. Seconded by Trustee True and approved unanimously. Bonuses to be determined after the next billing cycle. See Director's report for worksheet.
- Motion made by Trustee Busby that starting in the year 2023, Director Shlager will have 4 weeks of vacation per year. Seconded by Trustee Drouin and approved unanimously.
- Default Budget has been created, see Director's Report. Deliberative Meeting is 2/4/2023.

Adjournment

- Motion: Trustee Drouin
- Second: Trustee Busby
- Motion passed unanimously.
- Time: 7:59 p.m.

Next scheduled meeting: January 12, 2023 at 7:00 p.m.

Respectfully Submitted,

Melissa Tiney, Secretary