

Seabrook Library Board of Trustees
Town of Seabrook, NH
Minutes for Board of Trustees Monthly Meeting
April 9, 2024

In attendance: Chairman: Eric Small
 Treasurer: Paul Kelley
 Secretary: Laura Litcofsky
 Library Director: Susan Schatvet

1) Roll Call: The meeting was called to order at 3:31pm. Roll call was taken. All Trustees were present.

2) Approval of prior meeting minutes: The minutes from the February 11, 2024 Monthly Meeting were unanimously approved.

a) Director's Report:

- February
 - The security cameras have been installed.
 - The rugs in the meeting room have been cleaned.
- March
 - AARP's tax program is wrapping up.
 - Suzanne and Laura attending Seabrook School's exhibition night.
 - Fire extinguishers have been inspected and 5 needed to be replaced.
 - Gas and electric bills were slightly less than last year.
 - The pump for the boiler has been replaced.
 - The starter for the boilers needs to be replaced.

b) Financial Statement -

1. The latest financial statement was reviewed.

3) New Business

- a) Default budget - Susan needs to prepare a new figure for town appropriations due to the default budget. It is higher than last year's budget due to increases such as health insurance and utilities. Susan will send it to all Trustees.
- b) Behavior Policy Update - This will be reviewed at the next meeting.
- c) Part-time staff benefits - Susan would like to offer Personal Time Off to part time employees (who work at least 20 hours a week). This will be retroactive as of April 1, 2024.
- d) Susan received a letter of resignation from Suzanne Tomaszewski, the Children's Librarian. The Trustees voted to accepted her resignation with appreciation for the time she has spent with us.

4) Old Business - nothing to report

5) Next Meeting: Regular Monthly meeting will be on Tuesday May 14, 2024 at 3:30pm.

6) Adjourn: The meeting was adjourned at 3:59pm.

Respectfully submitted,
Laura Litcofsky
Secretary, Board of Trustees