

**Seabrook Library Board of Trustees
Town of Seabrook, NH
Minutes for Board of Trustees Monthly Meeting**

April 12, 2021

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 3:29. Roll call was taken. All of the Trustees and the Library Director were present.

2) Approval of prior meeting minutes: The minutes from the March 9, 2021 Monthly Meeting were unanimously approved.

 a) Director's Report: The Director's report was reviewed with the following items to note:

- i) Numbers are lower than last year (due to COVID) but staying steady.
- ii) Bone Builders (exercise group) is coming back.
- iii) Stoneybrook homeowner association will be back.
- iv) Susan purchased a tent to use for summer programming.
- v) Public restrooms have been opened up again with scheduled cleaning throughout the day.

 b) Financial Statement -

- i) The March financial report was reviewed.
- ii) There was a question regarding the amount recorded on line item 250 Unemployment Comp. Susan will ask the accountant, Patricia, about it.
- iii) Susan will ask Patricia to come to the next meeting to discuss the breakdown of the Trust Fund 8984.

3) Old Business

- a) AARP update - Wednesday, April 14th is their last meeting date.
- b) Clean up of the land near the circle - the Library Trustees do not have control of that land so it is not our concern.

4) Review of Action Items (carried over from last month)

- a) Policy Manual review - The Trustees agreed to schedule a meeting to review the manual. This will be scheduled during the next meeting.

5) Nonpublic Session

- a) A motion was made by Eric Small to enter into a nonpublic session. The motion had a second from Paul Kelley. A vote was taken and all were in favor.
- b) The meeting went into a nonpublic session at 4:05pm to discuss a personnel matter and ended at 4:34pm.
- c) The public session reconvened at 4:35pm.

6) Next Meeting: Tuesday, May 11, 2021 at 3:30pm.

7) Adjourn: The meeting was adjourned at 4:38pm.

Respectfully submitted,
Laura Litcofsky
Secretary
Board of Trustees