

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

May 10, 2022

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 3:32pm. Roll call was taken and all Trustees were present.

2) Approval of prior meeting minutes: The minutes from the April 19, 2022 Monthly Meeting were unanimously approved.

 a) Director's Report:

 The Director's report was reviewed with the following items to note...

- The Children's department was very busy during school vacation week.
- Jenn attended a STEAM workshop.
- The town helped with the front garden beds and they look great.

 b) Financial Statement - The January - April financial report was reviewed.

- One of our monthly appropriations was missed but Susan let the Town know and it will be sent.

3) New Business

- a) Salary Matrix - Susan has inquired with other libraries and found that local libraries give raises based on merit rather than steps. Paul will look into some guidelines that are used with the state. He sent the info to Susan and she will review it.
- b) Susan will be hiring Piper Web to build a new website for \$1000.

4) Old Business

- a) Paver Money - The money has been moved from Newburyport to bankprov.
- b) bankprov Maintenance charges - Paul looked into this and it was a mistake. The money has been put back into the account.
- c) Investment Firm Interviews
 - Paul made a motion to hire Three Bearings to manage our investments. The Trustees unanimously agreed.
 - Paul made a motion to have Patricia coordinate moving the money. The Trustees unanimously agreed.
 - \$100,000 from the 4582 account will go to the investment account
 - The balance of the 1335 account will go to the investment account
 - The 8984 account will go the investment account

- d) Quote for replacement of walkway - Susan has only had one quote for \$25,000. Everyone walked outside to inspect the walkway. Susan will ask if it is possible to replace just the damaged parts. She will also ask Jim, maintenance, if he can do some patch work.
- e) Quote for Memorial/Gift Display- Susan has received 2 quotes, one for \$5000 and one for \$3500. We are going to discuss further.

5) Next Meeting: Tuesday, June 14, 2022

6) Adjourn: The meeting was adjourned at 4:27pm.

Respectfully submitted,
Laura Litcofsky
Secretary
Board of Trustees