Draft Minutes of the Board of Library Trustees – March 7th, 2017– 7:40PM

Brookline, NH

Present: Ed Cook Karen Jew David Partridge

 Sara Rockwell Steve Russo Myra Emmons, Director

PUBLIC SESSION:

**Old Business:**

Minutes:

**Karen motioned to accept the minutes of January 3rd, 2017; Ed seconded. Voted unanimously.**

Treasurer’s Report:
- Budget spending is on target. (See attached report.)

- David reviewed the Audit Questionnaire with the Board and gave it to Ed for signing.

- David said that currently the Library was deducting 3.8% from the paychecks of Library employees who are covered by our health insurance plan.After discussion, it was decided to bring our employees' insurance deductions in line with the Town's**. Ed motioned that starting with the first payroll in April, Library employees with health insurance coverage will have 10% deducted from their paychecks each pay period; in FY2018, the deductions for library employees with health insurance will be raised to be the same as the % deductions Town employees are paying. Karen seconded; voted unanimously.**

# Director's Report:

See attached.

- The Library will be closed Thursday April 6th so that the staff can receive Atriuum training in the morning and tech update training in the afternoon.

**- Myra will use a self-test kit from Nelson Analytical Lab of Manchester to check our water.**

**- Myra is continuing to work on revising various Library policies.**

- Myra checked on the Library obtaining a Library credit card; it may be better to continue reimbursing staff the way we have been.

**- Myra will work on getting prices for the *Welcome to the Library* brochure.**

New Business:

**Myra and the members of the Board will work on developing a survey to find out what our residents want for and from the Library. To be discussed at the next meeting.**

**Several new program ideas were discussed. Karen will talk to Tad about setting up "Little Free Libraries" around the town.**

**At 9PM, David motioned to adjourn the meeting; Ed seconded.**

The next meeting will be held on April 4th, 2017 at 7:30PM.

Submitted,

Steve Russo