

Sanbornton Public Library Board of Trustees
Minutes for August 15, 2023

Call to order at 10:31 am

Trustees: Michael Gray, Virginia Blackmer, Bob Baier, Mary Ahlgren, Diane Mason and Director Rebekka Mateyk. Absent: Paula Grassie, Alternate Chris Hobby

Secretary's Report: Motion to accept the report dated July 11, 2023(with name correction), MGray/BBaier, unanimous.

Treasurer's Report: Motion to approve unanticipated funds of \$269.40, MGray/BBaier, unanimous. Motion to approve unanticipated funds of \$1177.50, MGray/BBaier, unanimous. Mini-split rebate will offset cost and will be returned to building fund. Discussion on donation funds and TOTF.

Review of the Investment policy. Motion to approve the Investment policy MGray/BBaier, unanimous. Will review section VIII.

The Community Power agreement was signed by the Town reducing our electricity rates until Nov. 2024. It was approved to be signed at a previous meeting.

Reviewed the FY25 budget proposal. Trustees approved \$2500/year to hire a bookkeeper. Motion to approve the FY25 budget staffing lines BBaier/DMason, MAHlgren & MGray abstain. Motion to approve the FY25 budget at \$209,172 plus Medicare, FICA & NHRS with the exception of staffing lines for submission to the BOS/BC, MAHlgren/MGray. Trustees approved \$800 for Quickbooks software for bookkeeping and payroll due to changes in the cost of the software, \$2500 annually for a bookkeeper and an increase in the lift budget due to anticipated maintenance. FICA/Medicare/NHRS percentages will be calculated in the budget worksheet.

Motion to hire a bookkeeper for up to 8 hours/month until June 2024 MGray/MAHlgren, unanimous.

A letter to Matt Swain was read thanking him for the beautiful stone wall he built at the entrance to the library.

We will be seeking an update to the quotes to paint the library building and the cupola. The windows will be installed after Labor Day upstairs. The policy manual review is on-going.

Adjourned at 12:10pm.

Next meeting~ September 19, 2023; 10:30 am