

D.A. HURD LIBRARY
BOARD OF TRUSTEES MEETING
DECEMBER 10, 2008

Present were Stacy Bradburn, Amber Fournier, Margaret Allaire, David Dutch, Karen Smith and Beth Sweet.

The Secretary's report was corrected stating (1) instead of \$10,000 asked for last year from the town to pay Bill Allen, it should have read \$11,200 was taken from the Merigold Fund to pay Bill Allen and (2) instead of health insurance is going up, it should have read property/liability insurance is going up. The report was otherwise accepted with changes.

The Director's report was oral as follows:

1. Concerns about outside lighting in the parking lot – Beth will contact Allan Gray.
2. Staff reviews went okay, although since last year the reviews did not make any difference in anyone's pay, the staff doesn't really see any point in the reviews. Beth liked the form she got from the Topsham library.
3. The Friend's meeting held December 9, 2008 went well with the new leadership.

Treasurer's Report – Dave had a question about the Building Addition Expenses from Corner Stone Valuation. There are two entries of \$300 shown. He thinks one may have been a donation. Karen will look into the records.

There is another BHC payment that is not reflected on this expense sheet.

The Treasurer's report was accepted.

New Business – None

Old Business – Budget

This year's budget increase over the 08-09 budget is 10.15%. The Board felt that Dwayne Morin will be looking for something in line with COLA increases or 5%. This means that we need to cut over \$9,000 in the budget. Beth presented us with three options to cut back hours/salaries for operating the library. The third option will cut 10.5 salary hours while keeping the library open the same amount of hours. This equates to a savings of \$5,700. Beth also suggested we cut the book budget by \$2,000. This \$7,700 difference brings the 10.15% increase down to around 5.9%. The reason the increase was so high is that we are now budgeting Bill Allen's salary and there was an increase in the property/liability insurance. We want to give the staff the COLA increase or 4.99%. Dwayne is using 4.5% for town staff until he finds out what COLA is in mid-January.

A **motion** was made by Stacy that the board accepts and will propose to the town the budget increase of 5.9%, which will include Option 3 (a 10.5 salary hour decrease while maintaining the same hours for the library to be open but with less personnel coverage) and a \$2,000 reduction in the book account.

Dave seconded the motion, and the motion was passed unanimously. Margaret will revise the budget to reflect the 5.9% increase. Karen will fill out the form to present to Dwayne Morin with a cover letter explaining the increase.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted
Amber J. Fournier, Secretary