

HMML Trustees Minutes Friday 11/13/2020
Via Zoom and in person

Meeting Called to Order: 4:07pm

In Attendance:

John Clark
Betsy McCombs
Michelle Wheeler
Joe Trombley
Joan Harlow

Not in attendance:

Robin O'Day

Secretary's Report:

Joan moves to accept minutes as written, Betsy seconds, four out of four vote to accept the minutes

Treasurer's Report:

Budget 2021

Other town employees were getting a cost of living increase of 2.1%, do we want library employees to also get that increase? Michelle says yes. That would increase Ben's salary to \$50,795, PT to \$75,079. We put in for raises for this year but they never came to pass because we never had a non public meeting to arrange it. We need to have one to put the raises in effect and then add cost of living. Any money not used goes back to the town.

$\frac{3}{4}$ of the way through the year we had used $\frac{2}{3}$ of the part time budget and also $\frac{2}{3}$ for Ben. Ben will need to cash in PPO at the end of the year so not much money. Betsy says that there's only about 7% in each line item.

Joe asks are we carrying a COLA for employees. We would like to change the lines to include COLA that the town employees are getting.

Town concerned with maintenance and repair line item and media we didn't spend much, should we rebalance the lines. What does media entail? Maintenance paid for one time expense of new chairs for the community room, taking that away puts maintenance at 72%. Media includes the physical books, CDs, DVDs, magazines etc.

It does make sense to increase the Comcast line to about \$3200 and take the difference out of media which is the highest amount. Historically other line items like supplies and program use all the money allocated in a "normal" year.

John remembers that the cost of living increase is usually in the budget worksheet but this year we didn't know ahead of time, Lisa had included the other increases but not COLA so it was overlooked. The initial worksheet didn't have the initial operating expenses or the bottom half

with the breakdown of how the library spent the rest of the budget money. Changing the telephone, the media and include the COLA for part time and for Ben. Four lines will change total Joan makes a motion, Michelle seconds, four out four are in favor. Betsy will send that out. Betsy asks about the banking fees which are less than \$60, Besty thinks it would be more sensible to include it under office costs.

Library expansion

The town selectman meeting is going to cover the cost of the ramp in front of the library. The town has already expended funds for the ramp in front of the old front door. The ramp in front of the other door in the front of the library might need some reworking. We have to have an egress ramp that is ADA as an exit, not necessarily an entrance. The money spent compared to what they would save by stopping the project would have made it a wash.

Motion to adjourn at 4:38 by Joan, seconded by Betsy, unanimously approved.