

HMML Trustees Minutes 9/15/22

Meeting Called to Order: 7:01pm

In Attendance:

Libby Persons
Michelle Wheeler
John Clark
Betsy McCombs

Ben Brown

Not In Attendance:

Joan Harlow

Welcome to Libby

Secretary's Report:

Betsy makes a motion to accept the 8/15/22 minutes , Libby seconds, all are in favor, Libby abstains.

Treasurer's Report:

John makes a motion to accept a donation from Sue McGeough in the amount of \$10, Betsy seconds, all are in favor.

We are 66% through the year and the program budget is 90+% spent. Betsy realized that the museum costs should go into media and brings us to program being 60% expended and media is low but there's been a lot of purchasing lately and around the end of November will be another big spending time.

We purchased flowers for Charlie and made a donation for SELT, where should that come from? The thought is to take it out of non lapsing.

For the budget Betsy looked at each line item and considered what we have to pay every year. Increase office supplies because ink cartridges have gone up- to \$7000 or \$7500. Leave programming the same - this year was a typical year. Office supply budget is running low, we're going to leave office supplies where they are, however, because we do have some ink purchases that are more expensive because we have to buy the name brand.

Talking about a year end cleaning/buffing of the floors downstairs which would increase the maintenance.

In technology the proposed increase to Overdrive is 11% bringing it to about \$2000 which would add to the technology budget and bring it to \$5620. Also Canopy usage has been increasing which increases the cost. Should we purchase the advantage content for Overdrive and those would be available to our patrons only. Ben says he hasn't had a call for it.

The overall increase is \$1340 with a decrease in heating to \$2000. The telephone expense has increased because Comcast has increased. A 4% increase in salaries which is what all town

employees are getting and a 4.3% increase in the monthly allocation portion of the budget. Electricity is up above \$300 for the high months, we have a need to increase Eversource to \$3500.

Salary increases are at 4%, do we want to increase more than that? Michelle is not keen to become a full time employee and Ben says that with current staffing we don't really need another full time employee.

If we did an 8% increase for the salaries it would be about a 6% increase in the total budget.

The change in salaries changed the overall increase stated above

Let's change the sub rate to \$15 /hour and baseline salaries to \$15/hour?

Michelle makes a motion to submit the budget as discussed, Libby seconds, all are in favor.

Motion to adjourn at 8:13 by Betsy, seconded by Libby, unanimously approved.