HMML Minutes 9/24/24

Meeting Called to Order: 7:00

In Attendance:
Michelle Wheeler
Libby Persons
Ben Brown
John Clark
Betsy McCombs
Pam Tibbetts

Not In Attendance:
Joan Harlow

Secretary's report
Libby makes a motion to accept the minutes from 8/20/24 & Betsy seconds, all are in favor.

Treasurer's Report
Betsy took the worksheet from Lisa (which they had entered salary amounts in) and added a library allocation breakdown and the 2024 numbers up to August. Betsy kept everything the same except maintenance which she increased by $1000, a 6% increase.
In terms of salaries it's easy to figure out Ben's portion of that line, all other employees are lumped together, it's hard to figure out how that breaks down to individuals. Ben has a record of each employee's salary and will get it to Betsy tomorrow. Lisa had entered an amount for part time employees salaries that is higher than what Betsy has recorded. This is our third year of increases. Is the number of hours staying the same? Overall hours yes but the hours will be distributed slightly differently. Lisa had a $10,000 increase in the part time employee more than what we had. Because of this, let's adjust the salary section before we touch the line items.
Our budget line items are running as expected up to this point in the year. We should consider increasing maintenance for the anticipated 5 year sprinkler inspection, fire extinguishers. Ben will get quotes for these things. Pam suggests asking if the town fire department could inspect the extinguishers for us.
Ben says there is at least one computer that will need to be replaced and some of the computers will need to be updated to Windows 11, will there be computers that won't run Windows 11? That would be an added cost.
We have some money in media if we need extra to cover something else although the Overdrive bill still needs to be paid.
The New England Library Association conference is in October and is still open for registration. It might be especially good for Sylvia to attend. It's October 20-22 in Portland, ME. If we don't spend the professional development money it's not worth keeping in the budget. Mileage and accommodations will be reimbursed too.
The number Lisa put in for Ben's salary is short. It should be the wage gap increase, the COLA (1.38%) on top of that to get to $77,423. We should calculate all the salary increases this way. We can't' cover the wage increases from the monthly allocations again like we did last year.

John's numbers do come out slightly less than Lisa's numbers. Do we need to add COLA to the substitute pay? It makes sense to make it competitive.
Donations:
 $50 from the Friends of the Library
$30 from Gail Soucy
$20 Paul Lindel
$13 from Hedding
$20 William Moedebeck
Libby makes a motion to accept the $133 in donations as stated, Betsy seconds, all are in favor.

Director's report
There might be an increase in the Overdrive fee, as much as $400. Overdrive gets used a lot so it would be worth it. In August we made a lot of money on copies, $445.45 total. The Bedrock Garden pass has been used a lot, probably the most popular. The Boston Aquarium pass we will renew but they will not accept passes in the summer, the price of the pass did go down. Someone called Ben to complain about the grass on the corner in terms of visibility. Ben will not be here for the third Tuesday in October for a meeting

Library landscaping
We are going to replant in the spring due to the dryness of the fall season. Patti has given some suggestions for the new obelisks that hopefully will not fall over as much. John plans on purchasing the obelisks as a donation to the library. Michelle will take the lead on organizing a weeding party

Other business
The library plans on being open for the Block Party in the same capacity as last year with indoor games, treat bags and bathrooms open. The library parking lot will be used as a drop off spot for the shuttle from the school.

Motion to adjourn at 7:55 by Libby, seconded by Betsy, unanimously approved.