

Freedom Public Library Trustees special meeting

July 5, 2021

Minutes

In attendance:

Chuck Brooks, Chair; Maureen Elliott, Trustee; Paul Mathieu, Secretary; Ann Pierce, Trustee; Robin Waters, Trustee;

Other attendees: Cindy Fleming, gen public and FOL rep.

Called to order at 9:05

Robin reviewed the financial forecast for the current budget year with the contingency of staffing with a children's librarian. The current year's budget would not cover this staffing concept in spite of COVID related cost savings. A revision of our Quickbooks accounting model has gone well, with the new accounting scheme so far delivering the data points and reports as needed.

Chuck discussed his conversation with Terri Knowles about how to resolve accounting practices and financial stewardship of money the library has traditionally carried over into the new budget year. That carry-over amount has traditionally supported the Library during the time between when annual funding ran out in December until the town allotment was received in April. Terri recommends a clean break of sorts from the long standing but incorrect current accounting practice. She recommends that research be done to determine an amount to return to the town in the proper accounting manner, and that budgeting be otherwise adjusted to ensure the library meets financial obligations between January and April.

In answer to another question, Terri informed us that money donated to the library for a particular purpose cannot be put to other use, notwithstanding that the alternate use is approved by the heirs of the deceased donor.

The board continued discussion of developing a staffing plan that would include a children's librarian. A motion by Elliot with second by Waters to proceed with hiring a director only, and to table discussion of development of a children's librarian position passed with all trustees in favor.

The search committee (Pierce, Mathieu and Fleming) presented a Library Director Job Description draft for approval. After editing, a motion by Brooks with second by Elliott passed with all trustees in favor.

The search committee presented the job posting they developed. A motion by Chuck with second by Mathieu to approve the posting language passed with all trustees in favor.

The board considered a send-off event for Elizabeth. A tentative date was set for Saturday August 28.

The next meeting date reminder: Monthly meeting July 22 at 3:00pm.

The meeting was adjourned at 10:20am.