



Newmarket Public Library
Trustees' Meeting
August 29, 2022 @ 6:00 PM

Time	Agenda Items	Presenter
6:00 – 6:05	Welcome	Chair
6:05 – 6:15	FY2024 Capital Budget Request (Vote)	Trustees & Director
6:15– 6:40	Review Preliminary Salary Comparison Data	Trustees & Director
6:40 – 6:55	Trust Options for Prior Year Fund Balance from Past Municipal Appropriations (Vote)	Chair
6:55 – 7:00	Adjournment	Chair
Next meeting TBD		

Newmarket Public Library Trustees

Meeting Minutes

August 29, 2022 meeting

- Call to order at 6 p.m.

Present: Trustees Joan DeYoreo, Eric Harter, Mary Mahoney, Amy Nicholson, Lisa Zhe, Library Director Kerry Cronin, Friends liaison Cindy Townes

1. **Friends report** - Three new members. Made a lot of calls, people expressed interest at Backyard Bash. Officers - Cindy as chair, liaison to trustees, and secretary, Cherie Corbett as vice chair and treasurer. Nobody else is able to step up as there are so many new members. Book sale Sept. 24th. Voted to take funds to buy a filing cabinet for the library which Cherie will do this week. Voted to approve monies (up to \$15) for a community reception in September as well as approval to buy 50 new totes - \$695 - cost \$12.92 and will sell for \$20. United Way Day of Caring - next year cleaning up books, there is a book donation box in Exeter, also an org that will take donations if more than 1,000 books. Will hold book sales more frequently. Cheri did finish an application for Fair Tide (charitable thrift store in Kittery, Maine), another application for The Brook (charitable casino in Seabrook) is in process.
2. **FY 24 capital budget request** - Kerry gave an overview of the proposed capital improvement projects, looking to have an architectural feasibility study. She spoke with architect Ron Lamar (Dore and Whittier) who did the Weeks Library (Greenland) renos and the new library in North Hampton. On July 20th - received approval for \$7,450 for roof repairs from the capital improvement budget.

Trustee Nicholson made a motion to approve the Capital Improvement Proposal request for \$25,000 for an architectural firm feasibility study and \$10,000 for roof repairs, seconded by Trustee Harter, unanimously approved.

3. **Salary feasibility study** - Kerry was informed the salary comparison study will not be available until September and that only 50 positions are being evaluated town-wide. Some of the NPL library job descriptions will not be included in the study. Kerry reached out directly to several other libraries to get information about positions with similar job descriptions as NPL.

Trustee Harter made a motion to adjust the salary range for the Library Director position to \$39.26 to \$44.27, seconded by Trustee Mahoney, unanimously approved.

Trustee Harter made a motion to adjust the salary range for the Senior Assistant Librarian position to \$23.11 to \$25.48 , seconded by Trustee Mahoney, unanimously approved.

Trustee Harter made a motion to adjust the salary range for the Assistant Librarian for Technology position to \$23.11 to \$25.48 , seconded by Trustee Mahoney, unanimously approved.

Trustee Harter made a motion to adjust the salary range for the Assistant Librarian for Technology position to \$18 to \$20.47, seconded by Trustee Mahoney, unanimously approved.

Trustee Harter made a motion to adjust the salary range for the Children's Librarian position to \$22.10 to \$29.72 , seconded by Trustee Mahoney, unanimously approved.

Trustee Harter made a motion to adjust the salary range for the Building Service Worker/Circulation Assistant position to \$17.50 to \$19.50, seconded by Trustee Mahoney, unanimously approved.

Trustee Nicholson made a motion to create a \$10 hour per week admin position at the same pay rate as the Assistant Librarian, seconded by Trustee Harter, unanimously approved.

4. Kerry reviewed her conversation with Attorney John Ratigan. Our resolution will go before the town council.

Trustee Harter made a motion to transfer unexpended funds to a library trust fund for maintenance and operations, seconded by Trustee Nicholson, unanimously approved.

Trustee Harter made a motion to adjourn at 7:57 p.m., seconded by Trustee DeYoreo, unanimously approved.

Special Next meeting on budget - September 12th at 6 p.m.

Next regular meeting Sept. 26th at 6 p.m.