

Minutes of the Abbott Library Trustee's Meeting
Abbott Library, Sunapee, NH
November 4, 2019

In attendance were Trustees: Carol Brudnicki, Chair, Jane Frawley, Vice Chair, Susi Churchill, Treasurer, Peg Lesiak, Secretary, Terri White and Scott Rapoport.

Alternates: Suzanne Tether

Library Director: Mindy Atwood

Others: Jon Reed (Library Trustee Alternate)

I. Chair's Remarks

The meeting was called to order by Chair Carol Brudnicki at 6:30 pm, Monday, November 4, 2019. Carol indicated Suzanne Tether would be sitting in for Jim Currier. Jim Currier has an excused absence.

II. Public Hearing on accepting Abbott Library Foundation Gift Pursuant to RSA 202-A:4-c Trustees' Authority to Accept and Expend Gifts

Carol made a motion to accept the gift of funds in the amount of \$10,350.00 from the Abbott Library Foundation for the purpose of replacing the stair railings in the Abbott Library parking lot. The motion was seconded by Jane and unanimously approved.

III. Budget – Salary and Staff

Mindy provided the 2020 working budget version 1.5. Having previously approved the total non-salary (operating) budget, the Trustees focused on the draft total salary and benefit expenses for 2020, which reflected the decision made at the October Trustee meeting to add a warrant article to the 2020 Town of Sunapee ballot to increase the Library Aide III position from 34 to 40 hours.

Mindy also shared that Nancy Farwell submitted her resignation, having accepted a full-time position with a non-profit organization closer to her home. The role Nancy filled at Abbott Library is the Library Aide III role subject to vote in March 2020.

In discussing this change, Mindy shared that the 2020 draft benefit expenses included the cost of a two person health and dental insurance plan for the Library Aide III role. The Town of Sunapee approach, when budgeting open roles, is to include the middle cost/plan of the three plan options (one person, two person, or family plan). The difference between the two person plan and the family plan over a nine month period (April – Dec. 2020) is approximately \$7,000.00. Should the person hired to fill this role require the family insurance plan, this additional expense would need to be covered within the 2020 library budget. Given this, the Trustees deemed it important to increase the benefit line item by \$7,000.00, as this expense could not be covered elsewhere in the 2020 budget.

Terri made a motion to include in the March 2020 warrant article for the Library Aide III position the benefit cost of a family health and dental insurance plan. Carol seconded the motion. The motion passed unanimously.

Mindy has posted the Library Aide III position. While the posted role is currently part-time, Mindy indicated that preference will be given to candidates who can work full-time should the warrant article pass. A discussion ensued regarding the challenges of finding the right candidate given the fact that this role becoming full-time is subject to vote in the March 2020 town budget ballot.

IV. Adjournment

Jane made a motion to adjourn, seconded by Susi. This was unanimously passed.

The meeting was adjourned at 7:11 pm.

Respectfully Submitted
Peg Lesiak, Secretary
November 5, 2019