

Manchester District Library
Combined Minutes May 25, 2020

May Meeting

I. Call to Order 7:08pm

1. Attendance: Matt Cook, Fritz Swanson, David Nelson, Gary Seguin, Chris Krause, Susan Layher, Jan Davis

II. Approval of the agenda

1. Gary move, Chris seconds, All Support

III. Approval of the Minutes

1. Gary move, Chris seconds, All Support

IV. Correspondence

1. Attorney Rates to increase \$10 an hour, to \$210/hour

V. Public comment NONE

VI. Director's report ATTACHED

1. Discussed Verizon Hotspots. Current budget of \$7200 is for 10 hotspots with unlimited data. Checkout time of two weeks. The school district says that 100 families have limited internet, or no internet. Gary suggest a one week checkout time and we establish a waiting list. Swanson recommends putting some budgetary headroom to get more hotspots to meet demand.
2. Kathy recommends we go fine free in order to keep parity with Chelsea Library. Wayne and Gary recommend starting with books, with the idea of adding DVDs later.
3. Gary move, Susan seconds that we end fines for books. All support.
4. Matt moves we remove fines for all items except for the hotspots. Fines to be determined by the director. Fritz second. Passed, with three nays.
5. Matt proposes to spend a \$2580 for DPIL to fully finance the project for the coming year. Fritz seconds. All support.

VII. Financial report

1. Amend Gary Proposes, Matt Seconds

2. We will need to make a few adjustments to our present budget so that our spending doesn't go over what we planned. In other words, raise the budget where we spent too much. I (Gary) will propose the following:
 1. increase 814 Prof Fees-Memberships by \$100.
 2. increase 831 Clinton Library by \$1,000.
 3. increase 919 Utilities by \$2,000.
 4. Increase 815 Marketing by \$50
3. All Support
2. Bills. Gary moves to pay, Susan seconds. All votes to support.
3. "Chicken Butt" -David Nelson, Treasurer, Manchester District Library, in reply to the question, "What?" asked by Manchester District Library Director Kathleen Dimond.

VIII. Committee report NONE

IX. Old business Should we continue to pay the staff?

1. We have had one resignation.

1. Pay out severance of two weeks, and pay out her Personal Time.
2. Fritz moves, Chris seconds, to keep paying everyone another month.
 1. All support.

X.New business

1. Election of officers.
 1. All officers remain the same.
2. Committee
 1. All assignments remain the same.
3. Review calendar next month.
4. Earliest reopen (as of this date) would be June 13th.
5. Gary moves to authorize director to make plans to reopen. Chris seconds.
 1. All pass.

XI.Adjournment 8:24pm

Budget Meeting

XII.Call to Order 8:25pm

XIII.Approval of the agenda Matt moves, Susan seconds. All support.

XIV.Presentation of the 2020-2021 budget

1. Increase line item for hotspots to \$14400
2. Remove \$3000 from fines income bringing it to \$0
3. Increase salaries line by \$19290 to create budget space for a full time Youth Services in order to anticipate counter offers to keep talented staff.
4. Projected expenditures \$481,530
5. Projected income \$494,783

XV.Resolution approving the tax levy

1. Gary moves to reduce Tax Levy by 15%. Susan seconds.
 1. Seguin and Layher vote yes
 2. Nelson, Cook, Swanson, Krause, Barnett vote no
 3. Jan not present
2. Gary moves and Fritz seconds that we maintain tax rate for the next year
 1. Seguin and Layher vote no
 2. Nelson, Cook, Swanson, Krause and Barnett vote yes

XVI.Resolution approving the budget

1. Seguin moves and Cook seconds that we approve the budget
 1. Susan votes no
 2. Barnett, Nelson, Seguin, Swanson, Krause vote yes.

XVII.Adjournment 9:17pm