

**Library Memorial Library  
Board of Trustees Meeting  
November 17, 2021  
6:00 PM  
Minutes**

- A. Call to Order** The meeting was called to order by Chairperson Brian Abasciano at 6:05 pm.
- B. Attendance:** In attendance were Chair Brian Abasciano; Vice-Chair Theresa Evans, Treasurer Chris Hendry (arrived at 6:08 pm), Secretary Kimberly Olson, Alternate Lynn Cutting voting for absent Sheila Ewell, Director Amanda Reynolds Cooper, (remote), J.P. Pontbriand.
- C. Annual review of Investments** – J.P. Pontbriand, from Salem Five: The twelve-month return is 12.1% 2021 to date = 7.35%, which is expected based on the portfolio.
- D. Officer’s Report**
- a) Secretary - Minutes from 10/20/21: Approved October 20, 2021 minutes with a motion made by Chris and seconded by Lynn. The motion passed unanimously. Minutes from 10/27/21 special meeting were approved with a motion made by Brian and seconded by Theresa. The motion passed with all in favor.
  - b) Chairperson Brian had no specific report.
  - c) The treasurer’s report was reviewed.
- E. Public Hearing** – Acceptance of \$5,000 New Hampshire Humanities SHARP Grant: Theresa made a motion and Chris seconded the motion to accept the SHARP grant for \$5,000.00. The motion passed with all in favor.
- F. Reports**
- a) Director Amanda Reynolds Cooper’s report and the monthly financials were received and discussed.
  - b) Monthly Spending: The report was reviewed.
  - c) Assistant Director / Teen Services: The report was reviewed.
  - d) Public Services: The report was reviewed.
  - e) Children’s Services: The report was reviewed.
  - f) Technical Services: The report was reviewed.
- G. Old Business**-none.
- F. New Business**
- (i) Staff:
    - (1) Personnel–Ratification of new hires; K. Martin-Biggs, J. Ball, and M. Jackman  
Theresa made a motion to ratify the two new hires. The motion was seconded by Brian. The motion passed unanimously.
- G. Summary of Decisions Made**
- ~Minutes approved.
  - ~Motion passed to accept SHARP grant funds.
  - ~Motion passed to ratify two new hires.
  - ~Motion passed to adjourn.
- H. Next Meeting**- December 15, 2021, 6pm.
- H. Adjournment:** A motion to adjourn was made by Theresa and seconded by Chris at 6:48 pm, with all in favor.