

Topsfield Town Library Board of Trustees Meeting
Monday, December 28, 2020
Virtual Meeting via Zoom
Call in number: 929 436 2866
Meeting ID: 884 3797 2246
Password: 917368

Present by roll call vote: Trustees – Kathy Hartmann, Gail Bryson, Cary Playter, Ken Scott, Maureen McCarthy - Director Laura Zalewski. Absent – Olivia Gatti.

K. Hartmann called the meeting to order at 5PM.

- **Approval of Meeting Minutes** – Motion made to approve minutes of December 17, 2020 by M. McCarthy, seconded by K. Scott. Approved by unanimous roll call vote.

New Business

- **Approve FY2022 Budget** – Budget reviewed. Select Board have granted a 2% COLA to employees for this year. We do not have to apply for a waiver as the Library is over the Municipal Appropriation Budget by \$952. The library budget has decreased by 1.6% from last year. The Engineering quote for basement engineering study is good for one year and a transfer of funds to complete this study will be requested at the Special Town Meeting in May. The engineer requires a 2 week notice to begin work and will be notified once funds are approved. Motion made to accept budget by C. Playter, seconded by K. Scott. Approved by unanimous roll call vote.
- **Other Business** – BSO was a success and patrons have offered positive feedback.

Motion made to adjourn meeting at 5:10 PM by C. Playter, seconded by K. Scott - approved by unanimous roll call vote.

Next scheduled Zoom Board Meeting – January 12, 2021 @ 5 PM.

Respectfully submitted,

Gail Bryson

List of Attachments

Agenda for 12/28/2020 BOLT meeting
Minutes from 12/17/2020 BOLT meeting
FY 2022 Salaries and Wages
FY21 Library Budget
Municipal Appropriation Requirement
Operating Expenses Budget Form