

MINUTES

LIBRARY BOARD OF TRUSTEES MEETING

July 11, 2018

Second Floor Town Hall Meeting Room

Attendance: Trustees: Jerry Lawrence, Deborah Lancaster, David Church, Kristine Roberts, Scott Ames.
Library Director: Ellen Snoeyenbos, Assistant Library Director: Jed Phillips. Absent: Marian Goode.

The meeting was called to order at 7:15pm by Deborah Lancaster.

Discussion:

Severance package for Karen Wilbur: 9 months rather than 4 months. She will receive regular bi-weekly salary from Revolving Account through March 31, 2019. She will not be working at the library during this time. She will be asked to sign a Memorandum of Understanding, a retirement letter, and a General Release of Claims.

Trustees signed two copies of the Memorandum of Understanding and left the two originals with Selectmen's Assistant, Tracy Aldrich, who will take the next steps.

Memorandum of Understanding and the Union contract will be signed by Board of Selectmen.

Discussion of new initiatives at the library: new lighting in gallery (a letter of thanks will be sent out to donor from the Board of Trustees), roof project is moving ahead with Russo-Barr Company in charge of all aspects.

Bike rack needs tightening.

Envisionware patron computer usage software is enhancing the accuracy of reporting on how much computers are being used. Cost: \$209.

Weeding of non-fiction is complete. Switch of fiction and non-fiction areas will take place soon.

Vote Taken: Trustees voted unanimously to give Jed Phillips a 2% raise on August 1, 2019, after successful completion of the probationary period and a positive review by the Director.

We are waiting to hear from Bridgewater Savings Bank as to their receptivity to granting the library \$10,000 to upgrade the library network. They meet on July 15, 2019.

Jerry Lawrence feels a top priority should be given to getting security cameras inside and outside the library building. Ellen will research costs.

Roll Call Vote to go into Executive Session with Selectmen. Unanimous.

Open meeting adjourned 9:25 p.m.

Respectfully submitted by Kristine Roberts, Trustee