

Board of Library Trustees Meeting

Thursday May 8, 1997

7:30 p.m.

1. Bills were signed before the meeting.
2. Meeting called to order at 7:40
3. Welcome new member - Philip Halloran
4. Old Business:

Air Conditioning: The lowest bid for air conditioning was above the budget planned. The Chairman spoke to Virginia Wilder who agreed to recommend that the Selectmen make up the difference from their budget. Approx. \$6,300. There was a lengthy discussion regarding fund raising to help purchase air conditioning for the rest of the building.
5. Budget:

Present Year: The director requested funds from state aid for building maintenance. A motion was made by P. Halloran to transfer from state aid the money necessary for building maintenance, seconded by S. Dalton. Vote unanimous. A motion was made by P. Halloran to transfer \$41.20 for elevator maintenance for the June payment. Seconded by S. Dalton. Vote unanimous.

FY 98: There was a brief discussion of the budget for FY 98. The director will contact the liaison and begin discussion.

Circulation Policy: There was a discussion of a need for a circulation policy. The board will review a policy at the next meeting.
6. New Business:

Assistant Director/Reference Librarian: There was a discussion for the job description as presented. P. Halloran made a motion to accept the job description as presented seconded by M. Ulrich. Voted unanimous. The director then discussed the procedure for hiring.
7. Other:

There was a request to place on the agenda for the next meeting collective bargaining issues. What is our role?
8. Motion by the chair to go into Executive Session for the purpose of discussion of personnel, seconded by M. Ulrich. Vote unanimous. After a brief discussion it was decided to send a letter to Mr. Mullane and offer Marjorie Hill-Devine a contract and to begin that process. A sub-committee was asked to be placed on the agenda for next meeting.

Motion was D. Redgrave to return public session, Second by M. Ulrich. Vote unanimous.
9. Motion to adjourn by Chair, Seconded by M. Ulrich. Vote unanimous
10. Next Meeting Date, June 5, 1997. Meeting adjourned @ 9:30 p.m.