

Meeting Minutes
Haston Library Trustees
July 12, 2018

Call to order by Deb Grennon at 6:08pm.

Attendance: Deb Grennon, Carole Richard, Stacie Trembley, Sue Clark, Jeff Teitelbaum, and Assistant Librarian Linda Childs Absent: Paula Trembley and Linda Hartman

Agenda Amendments: Deb asked to take up Kathleen's letter of resignation and to address a list of projects to be finished.

Comments from Citizens Present: No one present.

Approval of meeting minutes: Jeff/Sue motioned to approve the minutes of July 2, 2018, and June 14, 2018. All voted in favor, motion passed.

Librarian's Report: Jeff/Carole motioned to approve the report. Deb asked that the summary be removed from the monthly information. All voted in favor of the motion with removal of the summary, motion passed.

Financial Report: Sue/Jeff motioned to accept the financial report. Discussed miscellaneous expense numbers and decided to ask Sara if we could code "pass through grant money" in coded expense line. Jeff suggested a wish list that could be generated and used for extra income funds. Deb will see Sara. All voted in favor, motion passed.

Correspondence: Kathleen's resignation was passed around for everyone to read. Jeff/Stacey moved to accept it. Deb suggested we send a card, she will take care of it. All voted in favor, motion passed.

Old Business:

Strategic Planning Update: Sue/Jeff motioned to table this item as we have interviews to conduct. All voted in favor, motion passed.

Bylaw Review - Sue and Jeff motioned to adopt the proposed changes as of July 12, 2018 and post as required by law. Discussion of whether we want to call the position "Librarian" or "Library Director". It was suggested we ask Lara at our August 6 meeting for direction. All voted in favor, motion passed.

Trustee Potluck with Lara Keenan on August 6. Everyone will bring a dish to share.

Library Open Hour Coverage Schedule: July 14 - Linda, July 16 - Linda, July 17 - Linda,
July 19 - Close 9:00 to 1:00 - Linda 1:00 - 6:00
July 20 - Linda, July 21- Carole

Week beginning July 23 Deb will contact 3 prospects for substitute coverage; Karie Edele, Ruthie Laroche and Nancy Wilson.

New Business: List to finish left by Kathleen. 1- 10 on the list was assigned to individuals. Linda told us which ones she could do. Sue will contact Paula to see if she will take on the Community dinner with Annie Wagner and Franklin Recreation. The rest of the list will be reviewed later.

Librarian Job Description: Stacie kindly volunteered to work on this and email results to all Trustees.

Other Business: Deb presented 7 applications for the librarian's position, three of whom are out of state. The trustees present briefly reviewed the applications. The process will consist of interviews on Monday July 23 and Wednesday July 25. There should be a list of questions that are used for all the applicants. Deb will email the applicants to tell them it is a part-time job with pay from \$12.00 to \$16.00 an hour. We will get the list next week. Hopefully on August 6 after The meeting with Lara we can meet and make a decision.

Meeting Adjourned at 8:25pm by Carole and Stacie
Respectfully submitted, Susan Clark