

Minutes of the Library Trustees Board Meeting for January 18, 2005

The meeting was called to order at 6:35 PM by Chairman, Don Holden. Also attending were David Hallenbeck, Tom Head, Robin Julian, Bob Lown, Richard Martini, Helen Rowe, Library Director, Natasha Leonard and new Library Director, Amy Lapointe. The minutes of the previous meeting were approved as written.

Don welcomed Amy Lapointe, the new Director, who began work on the 18th. Natasha is spending two days here to help Amy orient herself.

A discussion relative to the Library's portion of the Town Budget was held. We are up 7.2% from last year's budget. This is due mainly to the proposed new assistant Children's Librarian. Part time wages are down, but full time wages are up in order to bring the staff into line with the rest of the Town employees. Bob has sent in a request for the accrued interest funds from the Trustees of the Trust Fund. A request has gone to the Junior Women's Club for funds to go towards the granite circulation desk.

Treasurer's Report: Bob Lown reported that the budget is on track, but because we were meeting earlier in the month he did not have the financial reports to share with us.

The gift of a still life painting by Charlotte Boutelle was unanimously accepted.

Town Personnel Policy: Amy and Natasha will write a front page explaining the minor differences between our policy and the Town's. The internet usage policy will also be added. The Town's policy as amended was unanimously accepted.

Discussion was held concerning the differences in weekend pay. Currently workers on Sunday are paid for a full eight hours even though they only work four hours. Ruslyn explained to Don that originally this policy was established as an incentive for working on Sunday. The staff prefers set scheduling to a rotating schedule. The Town Policy is full pay for the full forty hours of work. The Trustees voted unanimously to change the current practice to meet the Town's Policy where pay will reflect the hours worked.

Buildings and Grounds: It has been discovered that there are higher than acceptable radon levels in the Children's Room and the Johnson Meeting room. By putting an exhaust fan in the Children's Room and fixing the existing fan in the Johnson room the problem can be taken care of for \$1700.00. The Trustees unanimously voted to take the funds from buildings and grounds to do this.

Robin will set up a meeting with Pixie Lown from the Garden Club, Amy, and herself to discuss plans for the back garden/patio area.

Dave reported that he had attended workshop dealing with Advocacy Action Plans.

There being no further business the meeting was adjourned at 7:30 PM so that all could attend a reception given by the Friends in honor of Natasha and Amy.

The next meeting is **Wednesday, February 23.**

Respectfully submitted,

Helen D. Rowe, Secretary