

Minutes of the Meeting of the Library Board of Trustees  
Regular Meeting  
March 15, 2016  
Rose Room  
6:00 p.m.

Members present: Lori Chick, Nat Goodspeed, Pam Hubbard, Amy Lemelin, Steve Maimes, John Roesse, Natalie Wensley and Brian Sylvester, Director.

1. The meeting was called to order at 6:00 p.m.
2. The minutes of the February 16, 2016 Regular Meeting, the February 23, 2016 Special Meeting, and the March 8, 2016 Special Meeting were accepted as presented. (JR1/NG2)
3. The treasurer's report was placed on file. The new format provides a view of the current line item as well as a lookback at line item in the previous fiscal year. Brian noted that this year's allotment for periodicals has been depleted.
4. Communications from the Director
  - A. Building and Grounds  
The painting project, addressing the public areas of the building except the stairwells and two meeting rooms, has been completed. The issue with the door alarms (chirping) has been corrected. A lock on the door of the men's bathroom was broken. Work is needed on the grounds and parking area.
  - B. Electronic Time Keeping  
The City is looking at implementing the use of time clocks in August.
  - C. Annual Report  
Brian has written the annual library report for fiscal year 2015 and given the trustees copies.
  - D. Website/Email Hosting Change  
Kern has expressed the wish to have a separate domain name for emails sent to library vendors.
  - E. Personnel  
Kelly Ratte is the new page in the Children's Area. Custodian Sheila Hall was recently injured in a fall from a ladder in the magazine room.
5. Old Business
  - A. RFID Encoding Stingray Project Update  
The trustees read a draft of the letter to be sent to Mr. Monk of Envisionware.
  - B. Collective Bargaining Update  
There is some progress in negotiations.
6. New Business
  - A. Library Director Performance Evaluation  
Brian acknowledged that he has received and signed his performance evaluation.
7. Nonpublic Session Per 91-A: 3 II (a), (c), (d) and 91-A: 2 I (b), (c)  
The trustees voted to enter a nonpublic session at 6:50 p.m. (JR1/LC2) and voted to come out of the session at 6:56 p.m. (NW1/JR2)

8. Election of Officers

The trustees voted unanimously to have the secretary cast one vote for the following slate of officers (AL1/JR2):

Pam Hubbard, Chair

Jon Roese, Vice-chair

Nat Goodspeed, Secretary

Steve Maimes, Treasurer

9. Adjourn

The trustees voted to adjourn at 7:19 p.m. (NW1/JR2). All are reminded of the Author's Fair to take place on April 30<sup>th</sup>. The next regular meeting is scheduled for April 19<sup>th</sup>.