

MINUTES OF THE MEETING OF THE LIBRARY BOARD OF TRUSTEES

Rose Room

January 6, 2014

Members present: Pam Hubbard, Steve Maimes, Anne May, Martha Ortmann, Natalie Wensley and Brian Sylvester, Director.

1. The meeting was called to order at 3:25 p.m.
2. The minutes were approved as presented.
3. The treasurer's report was placed on file. Brian will try to ascertain whether the Library's utilities usage is appropriate for a building of its size. He noted overspending on the legal line to which we might transfer funds from travel. There is also a deficit on the lease of copiers and printers for which there was a onetime charge of \$3,000.
4. Communications from the Library Director
 - a. The December training day was successful with presentations on evacuation procedures, alarm/security systems and book repair.
 - b. Brian is seeking a more efficient means of requesting and getting salt and sand as it is a safety issue in the winter.
 - c. Partnerships with local physicians are being pursued to inform parents on how to get their children a library card. Dr. Hoerman is a participant.
 - d. The damage to magazines appears to have stopped.
5. Old Business

The trustees voted that Brian submit a CIP request for a new security system.
6. New Business

In preparation for the FY 2015 budget the trustees had four separate votes to support the following issues:

 1. The purchase of the ergonomic equipment as recommended by our insurer.
 2. To increase the budget line for heating fuel to \$20,430 from the currently budgeted \$10,400 based on actual usage to date and the assumption that the replacement meter is accurate.
 3. To adopt the personnel changes recommended by the Director. This would eliminate 2 FT Library Assistant positions and add 2FT Library I positions, thereby correcting the disparities in the job descriptions and expectations, as well as the inequity in compensation.
 4. To add one part time staff position to address the inadequate staffing issue.
7. Nonpublic Session per 91-A: 3 II (a), (c), (d) and 91-A: I (b), (c)

The trustees went into nonpublic session at 4:34 p.m. and came out at 4:37 p.m.

The meeting was adjourned at 4:40 p.m.

The next meeting is scheduled for February 18th at 6:00 p.m. in the Rose Room.