

MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES

June 7, 2011
6:30 p.m. at the Library

Agenda

Call to order
Public Forum
Minutes from April & May
Librarian's Report
Treasurer's Report
Old Business

- Librarian Search Process

New Business

- Budget Spend-down

Executive Session
Adjournment

Library Trustee Minutes
June 7, 2011

Present: Fran Ferro; Kathy Dulac; Emily Williams; Jen Dooley; Tracey Hempstead; Jeanette Cavanaugh; and Gail Wixson

The meeting was called to order at 6:40 PM.

Public forum:

The date of the upcoming Open House hosted by the Friends of the Library was discussed.

Darren Adams, Selectman, would like an update on the Giving Tree. Emily said the Friends had met with Dave Derner about making a mock up to show to the Selectboard. The mock up might not be ready until August. Jen asked Fran to ask Darren if he needs the Friends to attend the next Selectboard meeting, scheduled for either June 20th or 22nd. The leaves for the Giving Tree will be in three different sizes. Donor leaf size contingent on donation amount. Cost of leaves: \$12/each or \$10 if bought in bulk. The trunk will cost \$100. Chrissy Smith will do the calligraphy on each leaf. The donor's name and year will go on the leaf which will be in the shape of a maple leaf.

The minutes from the May 13, 2011, were amended to include Fran Ferro's presence; to correct Calvary to cavalry; and to correct the spelling of Duchesneau. Gail made a motion to accept the minutes as amended; Jen seconded. Motion passed.

Gail made a motion to accept the minutes from the May 17, 2011 as presented; Jeanette seconded. Motion passed.

Library Director's report:

See attached.

Treasurer's report:

No report. The bank statement had just been received.

The Trustees went into executive session from 7:30-8:45PM. Personnel issues and staffing were discussed.

Jen asked Fran to provide leave statements for herself and Kathy. Fran said she would send them to Jen the next day.

Jen made a motion to offer our top candidate the director's position; Tracey seconded. Motion passed.

The budget spend-down was discussed. See attached.

Tracey suggested thank you notes should go to the community members who took part in the director search. All agreed. Kathy found some library letterhead to be used.

Due to the upcoming holiday, the next Trustee meeting will be July 12th. This will also give the new director a little breathing time after coming on board the first part of the month.

Gail made a motion to adjourn at 9:13PM; Tracey seconded. Motion passed.

Draft