

**Meeting of the Jones Library and the Town Library Board of Trustees
April 28, 2011, Trustees' Room of the Jones Library**

Trustees Present: Sarah McKee, President; Austin Sarat, Chris Hoffmann, Emily Lewis.

Trustees Absent: Carol Gray, Michael Wolff

Staff Present: Tevis Kimball, Acting Library Director;

Called to Order: 5:05 p.m.

Motion: To approve minutes of April 5, 2011 as amended. (EL/CH) Approved 3-0 with one abstention.

Motion: To accept DiMauro bid of \$11,931.87 for doing front carpet. (CH/EL) Approved 4-0

Motion: To approve an operating budget for FY12 of \$2,192,736 including town tax support of \$1,644,736. (CH/EL) Approved 4-0

Motion: To recommend the following as our prioritized list of budget cuts:

1. Delay hiring one position
2. Reduce part-time help for Children's Room
3. New revenue source for some positions
4. Reduce postage costs
5. Cut position funding

(EL/CH). Approved 4-0

Motion: To have President McKee serve as Trustee Representative on Personnel Board (AS/EL) Approved 4-0

Motion: The Core Search Team members have the authority to extend the search to May 20th if they deem it necessary. (CH/SM) Approved 4-0

Committee Charges: Mr Sarat asked about committee charges. Ms McKee said that creating new committee charges should be a high priority and Ms Kimball agreed. She would like the new charges written within the next few weeks.

Carpet Repairs: Ms Lewis reported that the previously approved bid for carpet replacements omitted part of the bid (one of the staircases to the second floor). Both companies bidding had neglected that part. The board confirmed their original vote to grant the contract to DiMauro using the revised figure of \$11,931.87 (see motions).

Budget Matters: Ms Kimball will meet next week with Superintendent Geryk and Town Manager Musante negotiate which tier 2 cuts each body will restore. She noted that the vote of the Finance Committee was not unanimous, as member Bob Saul did not want any body to restore tier 2 cuts but rather the extra money to be added to reserves in case the economy stalls again. With improvements in State funding we now expect a 6% rather than 3% total funding increase, resulting in an overall increase of 6.68% budget increase over last year. This would still leave us with a deficit of \$14,945. The board approved a new operating budget based on these projected figures (see motions).

The board then discussed the current list of ordered budget cuts and approved them (see motions).

Personnel Committee: Contrary to previous understanding, the board President is not automatically the representative to the Town Personnel Committee. The board therefore formally named Ms McKee as our representative.

Director Search: Ms Kimball, Matt Berube, and Janet Ryan are working on a revised timeline for hiring a new director. Ms Kimball feels this has to be top priority and we need to accelerate the pace, with hopes of getting a new director hired by the end of the summer. She discussed likely changes that should take place in the Search Committee now that has created the job postings. The current committee has performed it's duties and a new committee be created to concentrate on the actual search. She suggests a core group of about 5 members, and then a broader group that includes the former members and perhaps new members provide assistance. She noted that Mr Sarat has useful experience with searches such as this and expressed hope that he will provide advice.

The board then authorized an informal Core Team, consisting of the staff and trustees currently on the Search Committee to decide whether or not to extend the deadline for applicants to May 20th, if they decide it is appropriate (see motions).

Adjourned at 6:53 p.m.

Respectfully submitted,

Chris Hoffmann, Clerk