

Meeting of the Jones Library and the Town Libraries' Board of Trustees

May 23, 2011, Large Meeting Room of the Jones Library

Trustees Present: Sarah McKee, President; Austin Sarat; Michael Wolff; Emily Lewis; Christopher Hoffmann. Absent: Carol Gray.

Also Present: Matthew Berube, Head of Reference and Information Services; George Hicks, Maintenance Supervisor; Tevis Kimball, Acting Director; Tina Swift, Administrative Assistant.

The meeting was called to order at: 7:07 p.m.

Consideration of Minutes: Correct Phylis to Phyllis in the 4/12/11 minutes. **Motion:** To approve the Minutes of April 12, 2011 as corrected, the Minutes of April 28, 2011 as written, and correct page one, paragraph six, last sentence: change "will" to "would" and then accept the corrected Minutes of May 10, 2011. **Motion** by Mr. Wolff, second by Mr. Hoffman. **Vote:** All ayes.

Ms. Lewis asked that the agenda items be timed. Ms. McKee said she would try to do that soon.

Review Meeting Room Policy: The Trustees want to review the room booking policy. A commercial firm has decided to not use the Jones Library and will seek another venue. Ms. Lewis will assist the Policy Committee. The Policy Committee will report back to the Board by August regarding the Room Booking Policy. Right now, the Policy Committee is working on the new director's contract.

Mr. Wolff: Use bold headings a la Apr. 28th minutes. Mr. Wolff's friend needs to dispose of 50 cartons of academic books. Ms. Kimball said this is too big a project for the Library.

Mr. Sarat asked for a list of the committees, who the members are, and their charges. Ms. McKee distributed "Proposal for Committees of the Board of Trustees to support both Interim Management Team II and the new Director (sic)". She called for the Board to decide on this proposal at the June meeting.

Motion: To authorize payment of the Kuhn Riddle bill for \$3,815.00. **Motion** by Ms. Lewis, second by Mr. Hoffmann. **Vote:** All ayes.

Ms. McKee reported that she thinks this draft of the Woodbury Funds Investment Policy will enable harmonious work with the Friends of the Jones Library, and it puts the invested funds on a reasonable schedule. Mr. Sarat would like clarification on the Friends' "direction" for use of the Woodbury Funds. Ms. McKee will add the Friends' charge for the Woodbury Funds to the scope of the proposal. Mr. Sarat suggested asking Town Counsel for an opinion of the Friends' "direction" of the Woodbury funds. Ms. Lewis pointed out that this information seeking is to prevent future problems, not to block any action of the Friends.



Director's search: The application period closed last Friday and the Director's Search Committee will meet tomorrow at 1:00 p.m. All of the initial interviews will be done by telephone. Ms. McKee wants the Search Committee to develop an email explaining the process to the applicants.

Mr. Wolff brought lovely photographs of the Library (printed on note cards) donated by Ms. Barbara Van Nord. Ms. McKee will thank her for her lovely donation.

Ms. Lewis wants to buy a tent for approximately \$60. for the Library

Motion: To go into Executive session in order to negotiate with the Interim Team II. Mr. Sarat: Yes, Ms. Lewis: Yes, Mr. Wolff: Yes, Ms. McKee, Yes. The meeting went into Executive Session at 8:00 p.m. and Ms. Swift left.

The meeting will be adjourned in Executive Session.