

**Jones Library Personnel, Planning, and Policy Committee**  
**Meeting via Zoom February 8, 2022**

Present: Farah Ameen, Tamson Ely, Director Sharon Sharry

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- I. Meeting called to order at 9 a.m.
- II. Tamson Ely will chair the committee.
- III. No public comment.
- IV. Director's Updated Goals for 2022.
  - A. Approved.
  - B. These will now be forwarded to the full Board for discussion.
- V. Discussion of Personnel updates:
  - A. Sharon provided list of new hires and recent promotions.
  - B. In reference to part time/hourly rates, Sharon's decision to leave them at the step they were before the Town instituted a new wage scale means many got from \$1.50 to \$3 per hour increase. This will cost an additional \$30K which has already been included in the current budget.
  - C. The following positions are currently available: two Shelver positions, Head of Borrower Services, and Head of Branch Services.
  - D. Jennifer Moyston from the Town's HR Department is serving on all Library search committees to help Library staff address equity issues.
- VI. Initial Staffing Plan for North Amherst (NAL) and Jones Library Building Projects:
  - A. NAL is expected to be closed for 3-6 months.
  - B. NAL staff will be moved to Munson Memorial (MM) and some parts of the collection will also be moved to MM.
  - C. MM open hours schedule will increase for the duration of the NAL project.
  - D. During the Jones project, Jones staff will be moved to both the NAL and the MM, and the open hours schedules for both Branches will increase for the duration of the Jones project.
- VII. Equity Subcommittee:
  - A. Library staff interested in having this, especially to consider internships and scholarship opportunities for people of color.
  - B. This subcommittee could also help draft a new Jones Action Plan.
- VIII. Future topics to be discussed by PPP include updated Branch Action Plans and a Disaster Plan.

Meeting adjourned at 9:30 a.m.

