

Library Memorial Library Trustee Meeting

Dearborn Redden Room

January 7, 2016 7 p.m.

- A. Call to Order at 7:16 by Chairman Bob Lamothe
- B. Attendance- In addition to Bob, Treasurer Diane Crow, Trustee Linda Sadlock and Director Amanda Reynolds Cooper
- C. Review of Hiring practices - Amanda distributed the current organizational chart and described what might happen with the resignation of Bill Teschek , Assistant Director/Head of Technical Services. Since he will be leaving on April 1st, she would like to begin the search process immediately. Following a discussion on job descriptions, needs of the library, current staff, time constraints and need to do due diligence, a motion was made. Linda moved the position be split and that we advertise for a Head of Technical Services. Amanda will write a job description and post the position in three places for two weeks. She will review the applications and start interviewing candidates as soon as possible. Diane seconded the motion and all were in favor.
- D. Attendance at 2016 Budget Public Hearing 1/14/16 - There was no objection by the Board that Amanda not attend this session since we had no special budget requests. Linda moved and Diane seconded. Again all were in favor.
- E. Summary of Decisions Made-A new position will be created and the search for a Head of Technical Services begin immediately. Amanda will not be attending the budget hearing on the 14th.
- F. Next Meeting- 1/20/16
- G. Adjournment at 7:45 on a motion by Linda, which was seconded by Diane. All in favor.

Respectfully submitted,

Linda Sadlock, acting Secretary