

Barrington Public Library
Board of Library Trustees Meeting Minutes
September 20, 2022

Present: Trustees: Susan Gaudiello, chair, Leigh Elliott, Susan Frankel, Karolina Bodner, Robert Drew, Karen Towne, Lydia Cupp. Trustee Alternate Melanie Haley. Library Director, Melissa Huetter.

Absent: Trustee Robert Drew. Alternate Sam Ronda. Select Board Representative, George Bailey.

The meeting was called to order at 5:30 pm by Chair Susan Gaudiello. Susan announced that Melanie will be voting for absent Trustee Robert Drew.

Director's report: Susan F. made a motion to accept the revised COVID Policy, seconded by Karen, and the motion passed. The updated policy will be posted on the library website and will be updated as needed following CDC guidelines.

***Personnel updates: The revised and approved Library Director Job Application will be posted on appropriate sites with a link to the detailed Job Description. Applications are due only online by Oct. 17, 2022.

Leigh made a motion to revise the technology position to Adult Programming and Media Specialist for 34 hours weekly, seconded by Susan F. The motion passed and the application for this position will be posted online.

***Susan F. made a motion to move up to \$1000 from the budget supply line to the building maintenance line. to pay for carpeting in the middle staff work area. The motion was seconded by Karen and passed.

***Susan F. made a motion to increase the budget line for the copier printer and maintenance up to \$500, seconded by Lydia, and the motion was passed.

***Susan F. made a motion to hire Don Marquette to replace the carpet in the middle work area at the estimated cost of \$2000, seconded by Lydia, and the motion was passed.

Susan F. made a motion to allow overspending of the building maintenance budget line up to \$2500, seconded by Karen, and the motion was passed.

Minutes: Karen made a motion to accept the August 16, 2022 BPL Trustee Meeting Minutes, seconded by Melanie and the motion passed.

*Susan F. made a motion to accept the Sept. 6, 2022 Trustee Special Meeting Minutes, seconded by Lydia, and the motion passed.

*Susan F. made a motion to accept the Sept. 13, 2022 Trustee Special Meeting Minutes, seconded by Lydia, and the motion passed.

Donations: Leigh made a motion to accept the donations of \$2,747.69, seconded by Lydia, and the motion passed. (An anonymous \$2000 was received to be used as needed for programming and Library improvements.)

Treasurer's report: Susan F. reported on the various interest rates to reinvest the Treasury Bond for options of 9, 12 or 18 months. She will continue to work with the bank and updated rates will be emailed to Trustees for input. A final decision will be made on the best option to choose for reinvestment of the Bond.

Leigh made a motion to accept the Treasurer's report, seconded by Lydia, and it was passed.

There was no Select Board report as George Bailey was absent. It was noted that a Special Election will be held Oct. 18, 2022 (8am to 7pm) at the new Town Hall in conjunction with an Open House.

Friends report: Lydia reported that the Mums Fundraiser was success and raised \$1100

Foundation: Susan G. will attend the next Foundation meeting October 4, 2022. Work will continue on wording of the announcement of the 2024 Bond Article Plan and the community survey about a new library. Next steps will be discussed based on the results of the joint Trustee, Foundation and Friends meeting in September. All future communication about these projects will be issued jointly from these 3 groups.

Director Search Committee report:

Susan F. made a motion to accept the revised Library Director's Job Description, posting , and timetable, seconded by Lydia, and the motion passed.

***As a Farewell to Melissa Huette, the Library Director, an Open House will be held from 3 to 5pm at the Library Friday, Oct. 7th, 2022, her last day. The Friends will provide refreshments.

Old business: Interim Management Plan and Compensation:

Wendy Rowe will work 40 hours a week as Interim Director.

Amy Inglis will increase her time to 40 hours a week with additional responsibilities that include attendance at Trustee Board meetings.

Leigh made a motion to increase the Interim Director's stipend to \$200 per week, and Amy Inglis' stipend to \$150 per week, effective Oct.11, 2022, seconded by Susan F., and the motion passed.

New business: Appointment of a Building Committee:

Two Trustees will be appointed to serve on this committee. In addition, a search will be conducted to identify and appoint community members.

7:40 Robert made a motion to adjourn, seconded Melanie, and the motion passed.

Next meeting October 18, 2022 at 5:30pm.

Minutes recorded by Karolina Bodner, Secretary