

**Baker Free Library Special Trustees' Meeting
Monday, March 27, 2023 at Baker Free Library**

APPROVED MINUTES

PRESENT: Jennifer Warburton (JW), Eric Anderson (EA), Donna Deos (DD), Bob Arnold, (BA), Matt Gatzke (MG), and Director Martin Walters.

1. **Meeting called to order at 5:31 pm by BA**

2. **Staff Proposal**

Martin presented a staffing change proposal, including impacts on budget and a sample weekly coverage schedule. Martin presented two new job descriptions and trustees discussed the balance of the job descriptions.

MG motion to approve job description changes and proposed employees to take on the new job descriptions including the proposed budgetary changes. BA seconded. Passed by unanimous approval.

3. **Gifts for Retirees Betsy and Bob**

Trustees asked EA to choose and prepare two photos of the library, frame them, and include the staff's name and years of service. Trustees will pay for these gifts from trustee individual funds with thanks to EA for preparing them and thanks to the two long-term staff members Betsy and Bob.

4. **Public Comment - None**

5. **Adjourn-**

MG Motion to Adjourn meeting, seconded by DD and unanimous pass. Meeting adjourned by BA at 6:35 pm.

Submitted by,
Jennifer Warburton