

**M. G. Parker Memorial Library  
Board of Library Trustees  
Meeting Minutes  
January 10, 2018**

The meeting was called to order at 4:34pm by Chairperson Eric Jackson.

**In Attendance:** Chairperson Eric Jackson, James Nolan, John Dyer, Dr. Linda Trouville, Monique Verville and Director Nanci Milone Hill.

**Community Input** – None

**Review of the minutes** – A motion to was made by Dr. Linda Trouville to accept the minutes of the December 13, 2017 meeting, seconded by James Nolan, unanimously approved.

**Review of Bills and Payroll-** Bills from 12/15/17 to 1/5/18 and Payroll from 12/10/17 to 1/6/2018 were reviewed. A motion to accept was made by Monique Verville, seconded by Linda Trouville, unanimously approved.

**Budget and Financial Report** – Addendum Attached

**Performance Overview-** Addendum Attached

**Directors Report-** Addendum Attached

- The Director indicated that two trustee positions were up for renewal. John Dyer indicated he would not be running again for Trustee. Jim Nolan will be running for another term.
- Discussion regarding the salary range for the open Young Adult position. This union position has been posted in-house. The posting indicates a salary range of (check posting).
- Interviews have been held for the Adult Page position. A candidate was chosen. The Director is awaiting approval from the Town Manager.
- The Student Page position is still open and interviews are being scheduled.
- Discussion regarding the Adult Page position and what that job really entails.
- Friends of the Library: President John Hassan has announced he is stepping down.

A motion to accept the Director's Report was made by Dr. Linda Trouville and seconded by Monique Verville, unanimously approved.

**Unfinished Business-** None

**Continuing Business-** None

**New Business-**

- The Director brought to the Board an edit on the Holiday Closings list – John Dyer moved to approve the amended Holiday Schedule, seconded by Monique Verville, unanimously approved.
- Website and Branding Project - Director reported on her meeting with the web design company Sterling Technologies. The Trustees were given a list of library websites and asked to evaluate them prior to next month's meeting, so that a decision could be made about the level of project we want to undertake.

- Library Directors' Annual Review – The Trustee Policy regarding the annual review indicated each of the trustees completes a review form and sends them to the Chair who will compile and present at the next scheduled trustee meeting for approval.

**Next Meeting-** February 14, 2018

**Suggestions for Next Meeting-** None

Hearing no objections, Eric Jackson adjourned the meeting at 5:06pm.

Minutes Approved by:

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Eric Jackson, Chair

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Monique Verville, Clerk

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Linda Trouville, Vice-Chair

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James Nolan, Trustee

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John Dyer, Trustee