

**M. G. Parker Memorial Library
Board of Library Trustees
Meeting Minutes
September 13, 2017**

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

In Attendance: Chairperson Eric Jackson, John Dyer, James Nolan, Linda Trouville, Monique Verville and Director Nanci Milone Hill, also in attendance Cheryl Salem, Circulation Assistant.

Community Input – None- The director has begun asking library staff to attend trustee meetings. Assistant Circulation Librarian, Cheryl Salem was in attendance and introduced herself and shared some personal information about her life. In addition, Cheryl explained some of her duties and responsibilities in the circulation department. The trustees congratulated Cheryl on a job well done.

The director announced the retirement of Senior Circulation Assistant Eleanor Szafran effective October 5, 2017. The director announced the hiring of a new part-time position Christine Radzik - Young Adult/Children Library Assistant. In addition Joan Powers filled the Children's Library Assistant vacated by Amber Bouchard. Enrique Santiago has been hired as the new Student Page to replaced student page Brian Bisson.

Review of the minutes – from May 17, 2017, a motion to accept the minutes by Monique Verville seconded by Linda Trouville, unanimously approved

Review of Bills and Payroll- Bills from May 18, 2017 to September 7, 2017 and Payroll from May 15, 2017 to September 3, 2017 a motion to accept the bills and payroll by John Dyer and seconded by Monique Verville, unanimously approved.

The director explained we have been paying Assistant Circulation Librarian, Cheryl Salem a higher rate for the hours she has been filling in for the Senior Circulation Assistant.

Budget and Financial Report – Addendum Attached-

Performance Overview- Addendum Attached-

Directors Report- Addendum Attached-

Discussion regarding contracting a technology support specialist. The director presented two proposals, and suggested we hire Equitous Technology who has been working as technology specials with other MVLC libraries. The director asked the trustee to vote to use the library's state aid to contract with Equitous. Linda Trouville made a motion, seconded by Monique Verville, unanimously approved.

Unfinished Business-

Self-published donations- The director explained that our policy restricts us from placing self-published books into our collections. The director reached out to the other directors asking how they handled adding self-publications to their collections. The director presented two pages from our current policy with recommended changes to add self-published titles with limitations. Eric Jackson asked for a motion to accept the recommended changes, a motion was made by John Dyer, seconded by James Nolan, unanimously approved.

Continuing Business-

New Business-

Next Meeting- October 11, 2017

Suggestions for Next Meeting -
Budget

Hearing no objections Chairperson Eric Jackson adjourned the meeting at 5:45pm.

Minutes Approved by:

Eric Jackson, Chair

Monique Verville, Clerk

Linda Trouville, Vice-Chair

James Nolan, Trustee

John Dyer, Trustee