

VERNON FREE LIBRARY BOARD OF TRUSTEES
Tuesday June 13, 2017
REGULAR MEETING MINUTES

MEMBERS PRESENT:

Bronna Zlochiver, Chair
Ruth Kibby, Secretary
Ellen Hardy, Substitute Secretary
Janis Pererira

OTHER:

Jean Carr, Interim Librarian
Michelle Pong Town Administrator

ABSENT:

Melissa Ferris, Vice Chair

GUESTS:

None

REGULAR MEETING

Bronna Zlochvier, Chair, called the June 13, 2017, regular meeting of the Vernon Free Library Board of Trustees to order at 4:33 pm.

PUBLIC PARTICIPATION

None

AGENDA ADDITIONS/CORRECTIONS

Janis Pererira requested discussion on hiring the librarian under old business.

Bronna Zlochiver requested a review of the format for the minutes, under new business.

JANIS PERERIRA MADE A MOTION TO ACCEPT THE REVISED MINUTES, BRONNA ZLOCHIVER SECONDED, MOTION CARRIED
4/0

LIBRARY DIRECTOR'S REPORT/FINANCIAL REPORT

Jean Carr reminded the Board that she has accumulated 5 weeks of vacation.

RUTH KIBBY MADE A MOTION FOR JEAN CARR VACATION TIME BE ADDRESSED BY TAKING THURSDAY OFF, BRONNA ZLOCHIVER SECONDED, MOTION CARRIED 4/0.

Budget is at 95.57% which is above the projection of 94%.

Website update involves hiring Kree Rinfret to work on an hourly basis @ \$10 per hour, to update the public computers and update the web site when needed.

RUTH KIBBY MADE A MOTION TO HIRE KREE RINFRET @ \$10 PER HOUR, TO UPDATE PUBLIC WEB SITE AND COMPUTERS, JANIS PERIERA SECONDED, MOTION CARRIED 4/0

Delinquent Patron has moved out of the area and is not reachable.

Leased Equipment was unfunded under the new budget.

RUTH KIBBY MADE A MOTION TO BEGIN CHARGING .75 CENTS PER PAGE FOR FAXING DOCUMENTS, ELLEN HARDING SECONDED, MOTION CARRIED 4/0.

Plant sale raised \$399

OLD BUSINESS

ELLEN HARDING MADE A MOTION TO PAY THE SALARY INCREASE FOR THE LIBRARY DIRECTOR OUT OF THE LIBRARIES RESERVE FUND AS THE SALARY OF \$33,547 IS ABOVE THE BUDGETED AMOUNT. JANIS PERERIRA SECONDED, MOTON CARRIED 4/0.

NEW BUSINESS

Discussion of recruitment process and procedure for the Librarian position. Position has been posted for the required 5 days.

RUTH KIBBY MADE A MOTION TO GO INTO EXECUTIVE SESSION FOR APPOINTMENT AND EMPLOYMENT DISCUSSION. JEAN CARR WAS INVITED TO EXECUTIVE SESSION. JANIS PERERIRA SECONDED, MOTION CARRIED 4/0.

EXECUTIVE SESSION BEGAN AT 5:39 PM

EXECUTIVE SESSION ENDED AT 6:26 PM

BRONNA ZLOCHIVER MADE A MOTION TO OFFER JEAN CARR THE POSITION OF LIBRARY DIRECTOR, AT A SALARY OF \$33,547, TO BEGIN ON JULY 1, 2017. JANIS PEREIRA SECONDED THE MOTION, MOTION CARRIED 4/0.

ANNOUNCEMENTS/INFORMATION

Jean Carr accepted the position of Library Director to begin on July 1, 2017

Letter of hire to be offered Jean Carr no later than June 20, 2017.

**CHAIR CALLED THE MEETING TO CLOSE
MEETING ENDED 6:33 PM**

**MINUTES RECORDED AND WRITTEN BY
RUTH KIBBY, SECRETARY**