

**BOARD OF LIBRARY TRUSTEES
MEETING OF AUGUST 24, 2010**

A meeting of the Board of Library Trustees was held at Southworth Library on August 24, 2010. Mr. Couto called the meeting to order at 5:03 p.m. Also present was Executive Administrator David Cressman.

BOARD MEMBERS

Andrew Couto, Chairman	Chuck Bichsel
Paul Pereira, Vice Chairman	Rachel Charrier
Kathryn Murphy Aisenberg	Lorraine Carey

STAFF

Jennifer Inglis, Director of Libraries	Audrey Quail, Administrative Clerk
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Mr. Couto explained that he had called this meeting because he had received several inquiries regarding the director vacancy. Among them were three resumes from the outside and two emails from staff members who indicated their willingness to step in as Acting Director if the Trustees deemed it in the best interest of the libraries.

Ms. Carey said that she had spoken to Mr. Bichsel's contacts at the Massachusetts Board of Library Commissioners. While they offered links and posting addresses, they offered no personal recommendations.

Mr. Couto noted that he was unaware at last week's meeting that Senior Librarian Lynne Antunes had indicated her willingness to be considered. He said that he would be in favor of an inside candidate, especially with the Select Board's expressed interest in streamlining and consolidating.

Mr. Bichsel asked that the Trustees revisit the motion at last week's meeting "to pursue a temporary agency who could supply us with an interim director within eight days."

Ms. Aisenberg said that in the interest of staff morale and continuity she would support Ms. Antunes candidacy for the "acting" position.

In answer to Ms. Carey's question, Ms. Antunes said that the existing situation differs from the previous one in that she had been advised that she would have to step out of her union but that was no longer the case.

Mr. Pereira also supported Ms. Antunes' candidacy. He said that his comments at last week's meeting were based on the information then at hand.

Ms. Antunes gave the Board a summary of her qualifications and indicated that she would like to be compensated at her previous level of L-8-6 if she were to assume the additional responsibility.

The Administrative Clerk was the other person who had offered her service as an acting director. Ms. Quail said that she was motivated to apply upon her reaction to receiving

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a phone call from one of the interested outside parties. She said that she never meant to be in competition with Ms. Antunes, only to avoid any additional stress for the staff.

A motion was made by Mr. Bichsel, seconded by Ms. Charrier, and unanimously voted to rescind the motion made at last week's meeting .

Mr. Cressman suggested that Ms. Antunes should be appointed to the position of Acting Assistant Director acting as the Acting Director at the compensation level of L-8-6. He advised that this would be in compliance with the DTEA collective bargaining agreement. So moved by Ms. Aisenberg, seconded by Ms. Carey, and unanimously voted.

The Trustees thanked each of the parties for their willingness to help.

A motion was made by Mr. Pereira, seconded by Mr. Bichsel, and unanimously voted to continue the current practice of two signatures for the payment of invoices and one signature for purchase orders and payroll authorization. The acting director is authorized to be the sole signatory and to be one of the signatories when two signatures are required.

Mr. Couto then explained that he had asked Ms. Inglis to proceed with interviews for the position of Children's Librarian. Ms. Antunes and Ms. Quail had also participated in the interview process.

Ms. Antunes reported that there had been several applicants, with three selected for interviews. Of the three, two were identified as good candidates for various reasons. The Board authorized Ms. Antunes to offer the position to either of the two candidates.

Ms. Antunes then said that she would very much like to open Southworth Library as soon as possible. It was agreed to open the building on Monday, August 30. As the weather is predicted to return to the 90's, the Trustees authorized the purchase of fans as necessary so that staff and patrons could be as comfortable as possible.

The next meeting was scheduled for Tuesday, September 14, at 5:00 p.m.

Today's meeting was adjourned at 5:45 p.m.

Respectfully submitted,
Audrey Quail
Administrative Clerk