

**Goodwin Library Trustees
Meeting Minutes
October 21, 2014**

Present:

Claire Carlson
Alison Donta-Venman
Jo-Ann Konieczny, Vice-chair
Caryn Perley, Chair

Meeting called to order: 7:36 PM

Personnel Subcommittee: Discussion of re-constituting a Personnel Subcommittee. The job of this subcommittee would be to take the new job description for the Library Director and turn it into an evaluation form for the annual review of the Director. The Subcommittee should be comprised of two Trustees. One of the two should work with Caryn to do the periodic review of the Library Director during the probation period.

Move to Executive Session for personnel discussion:

- Time in: 7:47 PM

Voted to go into Executive Session:

Carleson—Yes
Donta-Venman—Yes
Konieczny—Yes
Perley—Yes

Discussion potential salary for Library Director was conducted during Executive Session. One item was moved and approved 4-0:

Carleson—Yes
Donta-Venman—Yes
Konieczny—Yes
Perley—Yes

Discussion of contract for the Library Director was conducted during Executive Session. One item regarding town personnel policy was moved and approved 4-0:

Carleson—Yes
Donta-Venman—Yes
Konieczny—Yes
Perley—Yes

Motion to reconvene to Open Meeting approved 4-0:

Carleson—Yes
Donta-Venman—Yes
Konieczny—Yes

Perley—Yes

- Time reconvened to Open Meeting: 8:12 PM

Library Director next steps: Caryn will present Patrick Borezo with the contract as approved as part of a packet of information to be discussed in Executive Session with him. All agreed that the new Library Director should be able to determine the best situation for their office space.

Reception: Following successful contract negotiations, the Trustees will discuss a welcome reception for the Library Director.

Action Plan:

- Caryn will provide Patrick Borezo with a packet containing the contract and related information.

Next Meeting: October 29th 7:00PM in the library.

Meeting adjourned: 8:20 PM

Minutes respectfully submitted for approval,
Jo-Ann Konieczny
Vice-Chair of Trustees

Votes

- *Motion to move to Executive Session approved 4-0.*
 - Carleson—Yes
 - Donta-Venman—Yes
 - Konieczny—Yes
 - Perley—Yes