



Minutes, Randall Library Trustees Meeting

December 14, 2011

Meeting called to order at 7:35 p.m.

Present: Tim Reed, Susan Wysk, Jane Epstein, Barbie Wolfenden Harry Donahue
Amante Coppes

Absent: John O'Keefe

Visitors: Kathy O'Brien, Susan McLaughlin, Jeff Needle

Public Comment: Susan McLaughlin, Jeff Needle

Musket

A French Model 1766 Charleville musket was donated to the town by Jean McFedries in memory of her husband. Its provenance is authenticated back to Ichabod Stow of our Revolutionary war, and it is now under the care and custody of the Stow Historical Commission. The above representatives have asked that it be placed on permanent display in the library. It currently resides in the Police Department.

We discussed safety and other issues, located a place for it, and approved the motion. We will have Craig Martin check out the space for viability, structural issues, etc. Jeff will follow up.

Secretary's Report:

Nov. 9 and Nov. 30 minutes were approved as written.

Treasury:

No report for this meeting.

Director's Report:

Circulation

Circulation for Nov. 2011, was 7166. This is the first time we have done better than last year. (Up 2%). Last fiscal year (July – November) we had done more (down 9%).

Thanks

We received a letter from Ellen Wendruff thanking us for interview for Directorship.

State Aid

Semiannual State aid was received (\$2100) and placed into account. The next aid will arrive at the end of the year. Susan plans to ask next Director to report each month the amount spent on materials to prevent falling behind. We have spent \$1,825.99 year to date, which is more than last year because of accounting rules.

Chairman's Report*Treasurer Post filled*

John O'Keefe will take over the position of Treasurer. The Fiscal Year Report plus the Calendar Year Report will be prepared for the Town Report, completed with the end of year numbers. The check signing process will also be taken care of. Tim mentioned we need to keep these processes viable to remain certified.

Directorship Interviews

The second set of interviews are set for the first Saturday after New Year's. (Jan. 7) for candidates Greg Bouley and James Knowlton, at 11:30 – 12:15 a.m., and 12:45 - 1:30 p.m. respectively. We will have discussion afterwards.

Library maintenance issue

Jane reported cleanliness issues with the upstairs. The cleaners have more responsibility for town buildings than they apparently can handle. It will be reported to the appropriate official.

Interim Director

Susan Wysk has agreed to serve as Interim Director of Library. The position will be three (3) days/week, Tuesday, Wed., and Thursday, 6 hours each. The town will save the difference. Discussion ensued about payment, since her salary is restricted, i.e., cannot exceed the salary paid from the position from which she retired. Tim will work this out with Bill Wrigley..

There was a Budget discussion: Moved, Voted, Accepted.

Old Business:

None.

New Business:

Tim reviewed the interview and selection process. Interview points also reviewed and captured. Plans were made to begin interviewing candidates on December 10, 2011.

Meeting was adjourned at 9:45 p.m.

Respectfully submitted:

Barbie Wolfenden, Secretary

Bill Wrigley 1.18.12