

Upton Town Library Board of Trustees  
Memorial School  
Teachers' Room  
March 5, 2012  
Minutes

The Upton Town Library Board of Trustees' regular monthly meeting was called to order at 7:07 p.m. Those in attendance were: Erin Alcott, Matthew Bachtold, Charlotte Carr, Judith Katz, Katie Kelley, George Klink, John Minnucci, John Robertson, Jr., Linda White and Laurie Wodin.

A motion "to accept the agenda" was seconded and passed with a unanimous vote.

A motion "to accept the Secretary's minutes from February 6, 2012, as written," was seconded and passed with a unanimous vote.

A motion "to accept the Treasurer's Report, as printed," was seconded and passed with a unanimous vote.

Initial interviews have taken place for candidates for the position of Children's Librarian. Eleven candidates were chosen for interviews from all the applications submitted. Four declined to be interviewed. Seven interviews were scheduled, and two candidates did not show up at their appointed time. Of the five remaining candidates, one withdrew her candidacy. Of the final four, two are considered "superior" candidates, and two are considered "close to superior".

The Trustees are the hiring authority. A meeting will be held on Wednesday, March 21, at 7:00 p.m., at which time a vote will be held to appoint the new Children's Librarian.

Matthew will post and check for a location in which to hold the meeting, and will email the Trustees.

The Town Manager will send the job offer letter to the candidate.

Possible times for final interviews for candidates for the Children's Library position will take place on the night of March 16<sup>th</sup> and on March 17<sup>th</sup> or 19<sup>th</sup>. The top candidates will also be expected to conduct a preschool story hour on a Thursday morning before their final interview.

Erin, Laurie and John Robertson, Jr. are candidates in the annual Town Election for their three year seats on the Board of Library Trustees.

The library will put an article on the warrant regarding the Revolving Fund. Matthew gave copies of the article for the warrant to the Trustees.

A discussion took place regarding improvements to the library facility. It was decided that a friendly letter would be put together and sent to Blythe, giving her a "punch list" of items that need to be done in the library.

The Trustees were pleased to welcome back their longtime, highly valued Board Member, George Klink.

A motion “to adjourn the meeting took place at 8:25 p.m.” This motion was seconded and passed unanimously.

Respectfully submitted,

Charlotte Carr, Secretary  
Upton Town Library Board of Trustees