

Upton Town Library Board of Trustees
Memorial School Teachers' Room
June 3, 2013
Minutes

The Upton Town Library Board of Trustees' regular monthly meeting was called to order at 7:05 p.m. Those in attendance were: Matthew Bachtold, Charlotte Carr, Fran Gustman, Judith Katz, John Minnucci, John Robertson, Jr., Linda White and Laurie Wodin.

A motion "to accept the agenda as written" was seconded and passed unanimously.

A motion "to accept the Secretary's minutes from May 13, 2013, as amended" was seconded and passed unanimously.

A motion "to accept the Treasurer's report as written" was seconded and passed unanimously.

A motion "to accept the Upton Town Library wages for FY '14, as presented by Matthew" was seconded and passed unanimously.

A motion "to accept the vacation roll-overs, as presented by Matthew" was seconded and passed unanimously.

A discussion about library improvements took place. Gordon Mycology will issue an official report about their findings regarding the odor/mold in the library. Once the report is issued, there will be a meeting with representatives of the Library, the Town Manager and the Selectmen to discuss the contents of the report.

A motion "to hire Susan Barba as a Design Consultant for the library improvements, for up to \$1500" was seconded and passed unanimously.

A motion "to accept the meeting dates for the Upton Town Library Board of Trustees for FY '14" was seconded and passed unanimously.

A motion "to accept the Library Director's Employment agreement, dated July 1, 2013, and to be signed by the Chairman on behalf of the trustees" passed with six in favor and one opposed.

Matthew reported that Susan Pfeiffer and Regina Young, currently Circulation Clerks, will be promoted to Circulation Specialists on July 1, 2013. They will go from Grade A to Grade B.

Matthew reported that there were 32 applications for the Circulation Clerk opening, and 10 applications for the Library Page.

Linda volunteered to attend the interviews for the Page position.

Some or all of the Personnel Sub-Committee, which includes Laurie, Linda, Judith and Fran, will attend the interviews for the Circulation Clerk position.

Donna Kempton, the retiring Circulation Specialist, will be honored at the Library on Friday, June 28 from 9 to 2. Patrons, friends and Trustees may drop in anytime between those hours to congratulate Donna.

On June 25th, the Summer Reading Program will kick-off with “Into the Grimm” at 6 p.m. at Nipmuc High School.

Matthew reported that he will be on vacation from July 8 to July 13.

A motion “to adjourn the meeting at 9:13 p.m.” was seconded and passed unanimously.

The next meeting of the Board of Trustees will take place on Monday, July 1, 2013, at 7:00 p.m. at Memorial School.

Respectfully submitted,

Charlotte Carr, Secretary
Upton Town Library Board of Trustees