

Upton Town Library Board of Trustees
Memorial School
Conference Room 117
May 9, 2011
Minutes

The Upton Town Library Board of Trustees' regular monthly meeting was called to order at 7:03 p.m. Those in attendance were: Matthew Bachtold, Charlotte Carr, Judith Katz, Katie Kelley, George Klink, John Minnucci, John Robertson, Jr., Lisa Stratton, Linda White and Laurie Wodin.

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

The election of officers for 2011-2012 was held.

The results were:

Chairman:	John Robertson, Jr.
Vice Chairman:	Judith Katz
Treasurer:	Katie Kelley
Secretary:	Charlotte Carr

A motion was made "to accept the four officers as the members of the **Executive Committee** as has been the practice in the past." This motion was seconded and passed unanimously.

A motion was made "to accept Judith Katz, Linda White and George Klink as the members of the **Personnel Committee**. George Klink will serve as Chair of the committee." This motion was seconded and passed unanimously.

A motion "to accept the Secretary's minutes from the April 4, 2011 meeting, as amended," was accepted and passed unanimously.

A motion "to accept the Treasurer's Report as printed," passed unanimously.

It was noted that the Upton Annual Town Meeting approved the library's FY '12 budget. The salaries and wages were voted in a block rather than individually. Matthew will draw up a letter for approval for the June trustee meeting which will delineate all library salaries.

The Special Article for \$3400 for e-books for the library was approved at Town Meeting. It is necessary to purchase e-books with a credit card. Matthew will work this out with the Town Manager.

There was a change to the Personnel by-law. "If an employee is not regularly scheduled to work on a holiday and is eligible for benefits, the employee is entitled to take another day." There are 11 recognized holidays in the calendar year.

John Robertson, Jr., will draw up the FY '12 Director's contract for the Trustees' June meeting.

Matthew will check vacation days and possible rollovers of those days for employees.

The Library will now offer Passport Issuance Services. Some concerns about privacy were raised. Matthew will address these issues going forward.

Lisa Stratton reported on the Summer Reading Program that will be offered, "One World, Many Stories." The emphasis will be on coming to the library, with prizes given every week for 8 weeks.

The play "Strega Nona" will be performed by the Little Red Wagon Company on June 28th at 6:30 p.m. at Nipmuc Regional High School.

The Red Cross Babysitting program will be offered this summer.

The next meeting of the Upton Board of Library Trustees will be held on Monday, June 6 at 7:00 p.m. at Memorial School.

A motion to adjourn at 8:30 p.m. was seconded, and passed unanimously.

Respectfully submitted,

Charlotte Carr, Secretary
Upton Town Library Board of Trustees