

Upton Town Library Board of Trustees
Memorial School
Conference Room 117
June 6, 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: Erin Alcott, 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 amended," was seconded and passed unanimously.

A motion "to accept the Secretary's minutes as printed," was seconded and passed unanimously.

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

A motion "to accept the FY '12 library wages as proposed by Matthew," was seconded and passed unanimously.

Matthew informed the Board that each town department, including the library, has been assigned a Post Office Box outside of Town Hall. The Library opted to keep the current Post Office Box housed at the Upton Post Office for six additional months to insure delivery of library materials while the address change is being processed. The additional six months will cost the library \$55.00

A discussion was held regarding book vendors. It was decided to keep Baker and Taylor based on their quality materials and good service over the years.

A motion "to accept the Trustee Meeting Schedule for FY '12, as proposed by the Chairman" was seconded and passed unanimously.

A motion "to approve the employment agreement between the Library Director and the Board of Trustees for FY '12, and agree that the Chairman of the Board will sign the contract on behalf of the Trustees," was seconded and passed unanimously.

A motion "to approve the maximum amount of vacation rollovers for eligible employees," was seconded and passed unanimously.

Matthew has completed Passport Training and is waiting for our library to receive designation as a Passport Acceptance Facility. Once this is granted, the library can begin offering passport services.

Lisa presented the Summer Reading Program, “One World, Many Stories” to the Trustees. She shared the bag each child will receive, and its contents, including a flyer with schedule, a bookmark, book log, and coupons for Davis Farmland and Outback Restaurant. Lisa also made a Bingo sheet to enhance the children’s understanding of all our library has to offer. Two special programs to be held at Nipmuc Regional High School, “Strega Nona” and a Magic Show will take place during the summer.

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

The next meeting of the Upton Town Library Board of Trustees will take place on Monday, July 11, 2011 at 7:00 p.m. at Memorial School.

Respectfully submitted,
Charlotte Carr, Secretary
Upton Town Library Board of Trustees