

Upton Town Library Board of Trustees
Memorial School Teachers' Room
June 4, 2012
Minutes

The Upton Town Library Board of Trustees' special meeting was called to order at 7:05 p.m. Those in attendance were: Matthew Bachtold, Charlotte Carr, Judith Katz, Katie Kelley, John Minnucci, John Robertson, Jr., 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 14, 2012, 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 "approve the Director's Contract as printed, and to authorize the Chairman of the Board of Trustees to sign the contract on behalf of the Trustees" was seconded and passed unanimously.

After Matthew has signed the contract, he will give the original to the Town Manager to place in his personnel file.

Vacation roll-overs for the staff were discussed.

A motion "to approve vacation roll-overs for Donna, Matthew and Nicole," was seconded and approved unanimously.

The wage rates for the library personnel were approved at Town Meeting.

A motion "to accept the wage rates for the library personnel, as approved at Town Meeting according to a memo sent to the Library Director by the Town Manager" was seconded and approved unanimously.

A motion "to accept the draft copy of Appendix F of the CORI Policy," was seconded and approved unanimously.

A motion "to send a letter to the Board of Selectmen for their June 5th meeting, indicating the Library Trustees' interest in purchasing the house located next to the library," was seconded and passed unanimously.

It was noted that the Men's Club rejected a request from the Library Director to fund the purchase of iPads and accessories for the library.

A motion "to spend \$1500 from the M.E. G. fund to purchase iPads and accessories for the library" was seconded, and the motion was defeated.

It was decided that the Library Board will ask Town Meeting for the funding for the iPads at the December Town Meeting.

A discussion was held regarding Trustee Sub-committees. It was decided to keep the Executive Committee as currently defined, and that the Personnel Committee would be put together as needed. A Strategic Planning Committee will also be formed.

Any Trustee interested in being part of the Strategic Planning Committee should go to the library and make notes about desired improvements before the July 2nd meeting.

A motion "to accept the Board of Trustees' Meeting Schedule for FY 2013" was seconded and passed unanimously.

The Trustees discussed the Summer Reading Program and the Director's Report.

A "motion to adjourn at 8:44 p.m. "was seconded and passed unanimously.

Respectfully submitted,

Charlotte Carr, Secretary
Upton Town Library Board of Trustees

