

Shedd Free Library  
Board of Director's Meeting  
Wednesday, December 14, 2016

The meeting was called to order at 5:45 by Chairman Pat Liotta. Also present were: Becky Dulac, Colleen Whitney, Elaine Kay and Courtney Harvey.

Two town residents expressed interest in becoming a Trustee so they were invited to the meeting. Both Pat and Becky are gone for much of the winter it was suggested a need for a trustee to be a year round resident.

Comments from the Public: none

Secretary's Report: posted

Treasurer's Report: none

Correspondence: none

Librarian's Report: Jo Ellen was not present at the meeting and had not filed a report.

Unfinished Business:

- Computers: After some discussion it was decided to put new computer on hold until next year. There was mention about having Brad Rohde come in and evaluate what we need. The Trustees felt it would be good to make contact with him, but no action was taken on this.
- Bill Cole: Becky reported that Bill is recovering well and as soon as we have a 2 day stretch of dry, warmer weather he will install them.

New Business:

- Custodian resignation: Naomi Billings applied for the job and after a three month probation at a lower rate she will be evaluated. Colleen moved that we hire Naomi as Custodian, Becky seconded and all voted Aye. Pat will tell Jo Ellen to hire Naomi as Custodian.
- Payroll: Payroll issue was discussed and the Chair will address the issue as soon as possible with the selectmen.
- Weekly vs. Monthly: Historically SFL Librarian and staff have been paid once a month, the decision to pay them weekly was made without permission of the trustees. Trustees voted to pay the Librarian and staff monthly.
- Employee Performance Policy – A new policy was explained and will be added to the existing Policy Book. Shedd Free Library Policy Book updated. The Trustees approved and signed both policies.

- Young Author's Night: two dates were discussed Saturday, January 7<sup>th</sup> or January 14<sup>th</sup> from 10am-12noon. Brenda will post this on Facebook.

Next Meeting Date: April 2017

Meeting adjourned at 6:35

Respectfully submitted,  
Becky Dulac, Secretary