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OFFICE OF THE MANAGER

Springfield Town Library
Board of Trustees
Springfield, Vermont
Minutes (Unapproved) January 12, 2016

In Attendance: Russ Moore (Director), Pat Magrosky, Chair; Kerstin Burlingame, Vice-Chair; Matthew Pincus, Sandra Richardson, Steve Matush, Oliver Owen (Minutes)

Meeting called to order at 6:36 by Pat.

Public Comments. Russ noted that the FOSTL open house and holiday party went well, as did a recent event featuring community bell ringers. Russ also noted that on the 4th Monday of each month the library will be hosting a workshop on children's book writing, which raised the question: What can be done to attract more children to our library?

Minutes. Motion to accept the November minutes as presented was made by Steve, seconded by Kerstin. Board accepted the November minutes.

Old Business. Budget. Russ attended yesterday's town budget workshop and provided an overview. Approval of the boiler replacement project was in question due to budget restraints. Questions about our postage budget up to \$10,000 from \$7,000 were discussed. Town manager proposed a 4% wage increases for non-bargaining public employees which includes the Library Director's position. \$2,000 will be cut from the library's budget as well as the other town services to pay for the salary increases. Starting at the end of this month the library will use a courier service to mitigate the costs associated with the postage, which has been used to participate in state wide interlibrary loan program. Russ predicts that the savings from switching to the courier service will make up for the \$2,000 budget cut. A required public hearing on the town budget is scheduled for January 20th.

Trustee Elections. According to Russ, two nominating petitions have been taken out by Judith Edwards and Richard Cofrancesco. Petitions must be submitted by January 25 with the required 30+ signatures. The board is seeking replacements for the 3 leaving trustees.

FOSTL Liaison Report. Pat will attend the FOSTL meeting tomorrow at 6:30 pm.

Director's Report. Michelle Stinson, the new Children's Assistant started work. Michelle is drawing large crowds and the public is very pleased. The deciding factors that tipped the scales in favor of hiring her were (1) that Michelle knows our community so well already, and (2) she's very tech savvy.

Lighting. It was suggested by Russ that the library tackle the downstairs lights first. Russ requested bid specifications so that contractors can prepare reasonable and practical bids. Money in the budget earmarked for conservation measure could be used to fund the project. Flinn room lighting has resolved itself.

Hiring Library Director. Several qualified candidates' packets have been received and are being reviewed by Russ who will talk with the town manager about the applicants. For long

distance interviews, Skype may be used. The question of who from the board would attend the interviews was discussed.

Motion for Pat to represent trustees was made by Steve. Seconded by Sandra. Pat is looking for input on interview questions. A wish list for qualifications was included in an email from Russ. Concerns about the timeline for hiring was discussed and Russ said he would bring these up with Tom Yennerell, Town Manager.

Next meeting. Feb. 8, 2016 at 6:30 pm.

Meeting adjourned at 7:46

Respectfully Submitted,
Oliver Owen