

G.A.R. Memorial Library Trustees Meeting Minutes
February 5, 2019, 7pm, G.A.R. Library

Present: Susan Babb, Marcia Sellos-Moura, Sandra Capo, Wendy Reed, Pam Atwood, Holly Cole, Ann Dooley, Amy Custance

Absent: Fred Chanania

Recording Secretary: Pam Atwood

Agenda Item	Outcome
Approve January 2019 Minutes	January 2019 minutes unanimously approved (Marcia and Pam abstained as they were absent from the January meeting)
Director's Update	<ul style="list-style-type: none"> a. Warrants were all signed. One purchase Susan made was a table and chairs with state aid. b. All positions have been filled. New employees have begun working and have been trained. c. Circulation is down slightly, possibly due to the weather.
Discussion and planning of new library director search	<ul style="list-style-type: none"> a. The Trustees unanimously approved forming a Library Director Search Sub-committee. Sub-committee will be composed of 4 Trustees: Fred, Marcia, Amy and Wendy. Angus Jennings will be invited for input during the search process. The sub-committee will also post and opening for up to one (1) town at large representative or GAR Memorial Library staff member to join the sub-committee in an advisory role. b. The Trustees unanimously approved that all the members of the search committee have equal capability of ranking resumes. c. The sub-committee will finalize the Director's job description along with posting the job, collecting resumes and disseminating all resumes to the search committee and all Trustees. Job description will state it is preferred candidates have MLS. d. Timeline: Search committee will report at the Trustee's meeting on March 5 regarding the updated job description and posting. June 28 is Susan's last day. Trustees are hopeful to have a new Director hired by the beginning of June.
Discussion of new chairs and/or alternative	Discussion on whether a commemorative plaque could be put on leather chairs. Ginger will ask her husband to research. Purchasing chairs is on hold for now.
Review of action items	<p>The Library Director Search Committee will begin its process. They will look for any notes that would be helpful from when Susan was hired. The committee will report on their progress at each Trustees meeting starting 3/5/19.</p> <p>Marcia will contact Angus regarding being on the Search Committee and any town regulations we have to follow.</p> <p>Ginger will research putting a commemorative plaque on leather chairs.</p>
Next meeting	Trustee's next meeting will be March 5, 2019.

