

Pierson Library Board of Trustees Minutes
April 19, 2018
Library Conference Room

In attendance: Jane Osborne McKnight, Lisa Merrill, John Boscia, Ruth Hagerman, Laureen Mathon and Kevin Unrath, Cathy Townsend

1. Call to Order at 7:01 p.m.
2. John moves to accept agenda with revision to #3 to include minutes for approval from February 15th and March 5th meetings. Jane seconds. Motion approved unanimously.
3. Because there is no quorum we cannot approve minutes from February 15, 2018 at this meeting. Laureen moves to approve March 5, 2018 meeting minutes, Lisa seconds. Motion approved unanimously. John moves to approve March 15, 2018 meeting minutes, Cathy seconds. Motion approved unanimously.
4. Public Comment – No public comment
5. Treasurer’s Report – No discussion needed on treasurer’s report which was already sent to Trustees for review.
6. *Election of Officers – Cathy moves to approve slate of officers per below, Lisa seconded. Motion approved unanimously.
Ruth Hagerman - Chair
Barbara Comeau – Treasurer
Laureen Mathon - Secretary
7. New Library and Town Center Project
fundraising: Cathy gave an update on the fundraising.
project publicity: Nothing new to report on publicity until decision is made on temporary space and then that will be publicized.
project budget: Kevin gave an update on budget and construction.
construction:
design team: Cathy states that they have added some landscape consultants who are volunteering to help with landscape design.
*temporary location: Cathy moves to go into executive session, Lisa seconds. Exit executive session 8:10 pm
Jane moves to authorize Kevin and Cathy to pursue further lease negotiations on property #1 and in the alternative with the owner of property #2. They also shall be authorized to pursue any reasonable alternative opportunities. Further, they will present any proposed lease to the Board at a special meeting to be held as soon as practicable after a lease has been drafted. Lisa seconds. Motion passed unanimously.
8. a. Discussed need for Social Media policy. Agreed to wait until Town approves and adopts their policy and then assess if it meets needs of Library as well.

b. Discussed need to revise motion of March 15: "Library will not adopt the Town Personnel Policy Sections 6.21 Social Media Policy AND Section 8.2 Holiday and Personal Leave" to clarify our intent regarding holidays.

John moves to amend the motion made on March 15th to strike the motion insofar as it refers to 8.2 Holiday and Personal Leave and retain the remainder of the motion. Lauren seconds. Motion passed unanimously.

Jane moves to accept Section 8.2 Holiday and Personal Leave schedule with the Holiday Schedule to be set annually by director in consultation with Trustees and staff. Cathy seconds. Motion passed unanimously.

c. Adopt policy manual revision Section 8.1 to be in agreement with Town Personnel Policy
8.1 Personnel Policies

All Personnel Policies shall be in accordance with:

1. *Town of Shelburne, Vermont – Personnel Manual*

Adopted October 22, 1990 by the Shelburne Selectboard.

2. *By-laws of The Pierson Library*

Adopted October 3, 1995 by the Trustees of The Pierson Library

Lauren moves to adopt policy manual revision Section 8.1.1 to change the date October 22, 1990 to February 22, 1990 and striking Section 8.1.2. Lisa seconds. Motion passed unanimously.

9. Adopt Director's Goals for 2018-2019 – Lauren moves to adopt Director's Goals for 2018-2019 as presented. Jane seconds. Motion passed unanimously

10. John moves to go into Executive Session in order to discuss staffing updates, Jane seconds. Exit executive session. 8:41 pm

11. Director's Report – Kevin presented monthly update.

12. Friends Update – There is currently no update from the Friends

13. Next meeting, **May 17, 2018**

***Beginning in June, Trustee meetings will be the third Thursday at 7 PM, Meeting Room 1 Town Offices. Also, this year we will be meeting in July.**

14. Cathy moves to adjourn the meeting. Lauren seconds. Motion passed unanimously. Meeting adjourned at 8:44 p.m.