

Lane Memorial Library
Trustee Minutes
Special Meeting
April 2, 2008
Hampton, New Hampshire

A regular meeting of the Lane Memorial Library Board of Trustees was called to order at 6:32 pm by Chairman Bridgit Valgenti with Sara Casassa as Secretary. Bob Frese, Mary Lou Heran and Acting Director Shirley Barron were present, alternate Sue Hughes left early and alternate Kris Sawyer was voting in Linda Sadlock's absence.

Chairman Bridgit Valgenti presented the board with a copy of Director Catherine Redden's resignation effective June 30, 2008. She also presented the board with a job description for the position of Library Director. The board discussed the job description and made several changes. A motion was made by Mary Lou Heron to accept the job description with the change of the salary range of \$59K to \$64K and change "37.5 hr wk" to full time position. Kris Sawyer seconded the motion and it passed unanimously.

The board discussed the formation of a search committee. The search committee will include 2 Friends of the Library, 1 staff member, acting director Shirley Baron, and 2 Trustees. The search committee will meet weekly to review incoming resumes. Bob Frese made a motion to establish a search committee, which was seconded by Mary Lou Heran. The motion was unanimously accepted by the board.

The Trustees determined that when candidates were interviewed there must be at least 1 member of the personnel committee present and 1 other board member for a minimum of 2 trustees present for all interviews.

Bob Frese motioned that we rollover the money from Centrix CD. Mary Lou Heran will investigate rates at other banks. Mary Lou Heran seconded the motion, the vote was unanimous.

Recap:

1. A Search Committee of six people was established. The committee will review resumes on Monday nights starting on April 14th.
2. At least two board members, one being from the personnel committee, must be present at the 1st interview. The entire board will be involved in late interviews.

Bob Frese motioned to adjourn at 7:53, seconded by Mary Lou Heran. It was unanimous.