

Lane Memorial Library

Trustee Meeting

February 6, 2016

Dearborn Redden Room

Minutes

- A. Call to Order @ 10:04 a.m. by Chairman Bob Lamothe.
- B. Also in attendance were Director Amanda Reynolds Cooper, Treasurer Diane Crow, Trustee Linda Sadlock and Alternate Trustee Chris Hendry. Secretary Deb Knowlton and Vice Chairman Dick Desrosiers were absent.
- C. Resignation of Bill Teschek His letter was submitted and accepted in a motion by Diane and Chris. There was no discussion and all were in favor.
- D. Hiring Head of Technical Services As recommended by the Personnel Committee, Kevin Robbitts will be offered the position. Amanda will submit the offer letter for legal review prior to giving to Kevin Robbitts.

Kevin will begin training for the position of Head of Technical Services and will continue to perform his normal duties as cataloger. He will receive a signing bonus of approximately \$550. He will officially be promoted to the position on April 4<sup>th</sup>. Diane made the motion to authorize this and Chris seconded it. All were in favor.

- E. Posting for position of Technical Services Librarian/Cataloger Chris authorized the posting of this position. The position will be available for posting when Kevin signs the letter of agreement to accept the position of Head of Technical Services. Diane seconded his motion. All were in favor.
- F. Summary of decisions made-resignation accepted, candidate approved, search authorized, and bonus sanctioned
- G. Next Meeting February 17, 2016
- H. Adjournment moved @ 10:28 a.m. by Chris and Diane

Respectfully submitted,

Linda Sadlock, for Deb Knowlton