

November 21, 2014

Royalton Hartland Community Library Special Meeting

Members present: Gretchen Lang, JoAnne Swick, Amy Monti, Carole George, Melane Shuttleworth, Debbie Brown, Ken Belfield, and Margaret Allen

The meeting was called to order at 7:05 P.M. After the Pledge of Allegiance, a public comment session was offered.

Ken reviewed information from two budget committee meetings. Tom Bindeman and Lisa Erickson from NIOGA met with Amy Monti, Melane Shuttleworth, JoAnne Swick and Ken to offer advice and information needed in the process of hiring a librarian. They discussed a possible benefit package and employment expectations. Tom and Lisa will assist with the publication of the job posting.

A second budget committee meeting was held to discuss a possible timeline and to review the budget.

A committee was formed to create the posting document, including the duties and qualifications of applicants. The committee consists of Melane, Debbie and Carole. Another committee will be needed in the future to review applications.

Melane requested a leave of absence from the board of trustees as she will be acting as the interim library director until March 30<sup>th</sup>, or until a new librarian is hired. The motion was made by Carole and seconded by Margaret. It was carried.

Ken reminded us that the quarterly meeting will be held December 15<sup>th</sup>.

A motion to adjourn was made by Gretchen, seconded by Debbie and carried.

Respectfully submitted,

Margaret Allen