

**Pound Ridge Library District Board Meeting  
January 5, 2016**

**Present:** Bob Fischer, Gerry Kaplan, Elisabeth Post Marner, Erin Regan, Erin Trostle, Mitch Freedman

Agenda adopted.

Minutes from December 15 Board Meeting approved.

Resolved, that the Board move into executive session to discuss matters concerning the employment history of a particular person.

Executive Session

Invasive Project Proposal

Board hears proposal from the Invasives Project to cut vines on Library property. Board grants permission for vine cutting and will sign a letter of support for the Fiskers grant the Invasives Project is applying for (TIP to provide Erin Trostle with a draft letter). Any money collected will be given to the Library Foundation for this purpose. Erin Trostle will follow up with Julie Goggin.

Interim Director's Update

Board unanimously approves Mitch's request to hire Patricia Dolce to organize the workroom. Her total compensation will not exceed \$2500.

Board unanimously approves Mitch's request to hire Kathleen Egan as a 3-month temporary circulation clerk at rate of \$16/hour. Her hours are tbd.

Board unanimously approves Mitch's recommendation that Children's Librarian receive special payment of \$1000 in appreciation for extra Sunday hours he has been working. Erin Trostle will coordinate this special payment with Stephen Brussels.

Mitch reported Stephen Brussels responded efficiently to

reports of past weekend water trouble at the Library. Mitch is implementing coding system to keep track of how much funds are used to purchase each type of book.

Board unanimously approves Mitch's request for 10 hours of Personnel Consultant's time as he makes personnel arrangements for the Library. Board also approves Mitch's request for 5 hours of Board Attorney's time as needed.

Mitch is also working on weeding the collection. He had a consultant come in to the Children's Room to make recommendations.

Mitch will reach out Fox Lane Guidance Counselor about getting volunteers to help with website upkeep.

Bob will follow up with Stephen Brussels regarding contributions made to former Senior Library Clerk after her resignation from full time employment.

#### RFP

RFP issued January 5. Tour of Library to be scheduled within 2 weeks, questions to Board are to be submitted by January 18 and answered by January 20. Proposals due February 15.

Elisabeth will recuse herself from any further RFP discussions.

#### Friends of Library

Erin Trostle will investigate setting up separate 501©(3) Friends organization that is separate from Foundation.

#### Cottage

Cottage tenant is ending her lease, she requested continued use of garage. Board agrees garage will not be made available separately. Erin Trostle will follow up with new possible tenant.

#### Policies and Bylaws

Board will revisit at February meeting.

#### **Next Meeting:**

Tuesday, January 19 @ 7:30 regular meeting

**Summary of Motions/Board Actions**

Board unanimously approves Mitch's request to hire Patricia Dolce to organize the workroom for total compensation not to exceed \$2500.

Board unanimously approves Mitch's request to hire Kathleen Egan as a 3-month temporary circulation clerk at rate of \$16/hour.

Board unanimously approves Mitch's recommendation that Children's Librarian receive special payment of \$1000 in appreciation for extra Sunday hours worked.

Board unanimously approves Mitch's request for 10 hours of Personnel Consultant's time as he makes personnel arrangements for the Library.

Board also approves Mitch's request for 5 hours of Board Attorney's time as needed.