

Sharon Public Library Board of Trustees  
Regular Session  
Nov. 16, 2022

**Attendance:**

Trustees in person: Cheryl Weinstein, Sarah Windman, Cheryl Rosenfeld

Trustees on Zoom: Carolyn Weeks, Wendy MacArthur

Library Staff, on Zoom: Lee Ann Amend (Library Director)

Guests: Chuck Goodman

The meeting was called to order by Cheryl Weinstein at 7:30 p.m.

Approval of minutes approved by consensus.

**Treasurer**

- Harbor One account at \$1,947.67; Eastern account balance \$546.37

**Budget**

- We are below on salaries. Lee Ann: I was able to promote a page to a library assistant part time.

**Friends**

- Edaville Family Theme Park situation. Moms Club got tickets, said the club would pay for passes for the library. Lee Ann called 8 other libraries, none had passes. Edaville is not offering passes. We can't put them out in our literature or on the counter, if it's not an official library program. The club was able to get Lee Ann in touch with Edaville, it offered tickets to the club, not library museum passes. No matter how you get passes, if you put them out for everyone, and no one else has passes, it is crazy. The previous Edaville owners stopped all library passes. No one is getting passes to Edaville.
- Book sale in May, Chuck Hogan speaking in December, League of Women Voters program.

**Standing Building Committee**

- Waiting for the next filing by Dec. 3.

**Director's Report** Attached. In addition:

- Two people will be using the union benefit for education credit, another staff member suggested he take a supervisory leadership training program, after which he receives a certificate, for \$900, to which we have sent several staff already. It's offered twice a year; he'll be attending spring classes.
- Lee Ann has encouraged other staff to take MLS classes, circulation services meetings for the network. Extra training for specialized areas is important.

**New Business:**

- Community Room Policy: Discussion of our newly written policy. Wendy asked what happens if an outside organization wants to hold a fundraiser for the library. Depends on what they are raising funds for--may be better to partner with the Friends for programming, the Foundation for capital expenses. Does #8 cover people who have not reserved the room from recruiting etc.? That needs to be in a general library policy that groups or individuals cannot come into the library/on grounds and recruit etc. We need to put that in the patron behavior policy.
- Is #9 enough to cover us? And the paragraph about signatures. Does this include ballot questions?
- MOTION: Sarah moved to accept the policy with changes; Carolyn second. Unanimously passed.
- When you give a merit increase, is the increase everyone gets deducted from the merit amount? Select Board sets increase amounts by what the person gets on the review...If you give 3%, town gives 2% COLA increase across the board, would a person get 5%? Is the town subtracting the merit amount from COLA? Cheryl W. to look into it.

#### **Housekeeping:**

The Director Review is almost done. Discussion will be held at the Dec. 21 meeting. We're working on obtaining maximums/minimums from other towns. We will figure out the average based on the average of all towns' personnel board surveys, average of abutting towns, and average of abutting towns our size. Fred says our director's salary currently is \$3,000-\$5,000 less than other towns. Cheryl said that was based on only a few towns and did not include one town that would put our director's salary at \$200 more than the average. We will have our new lawyer look at the director's contract. Can the personnel board dictate salary/salary increase or what are our rights?

Meeting adjourned at 8:31 p.m. by consensus.

Next meeting – Dec. 21, 2022

Respectfully submitted,

Cheryl A. Rosenfeld  
Secretary, Board of Library Trustees