***S. WHITE DICKINSON MEMORIAL LIBRARY***

***TRUSTEES MEETING***

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**DATE:** Wednesday, July 13**,** 2022 via Zoom meeting 857 1818 0558

**TIME:** 6:00pm

**PRESENT:** Bob Smith, Chair, Cynthia Allen, Sheila Powers, Jim Ross, Fred Orloski, Bob Klinger,

Cyndi Steiner, Director

**ABSENT:**

**DOCUMENTS DISTRIBUTED BEFORE MEETING:** Agenda, Minutes of 06/15/22 meeting, Director’s

Report, Performance/Speaker Agreement, Resignation of Library Associate Ashley Janes

**DOCUMENTS DISTRIBUTED AT MEETING**: None (remote meeting)

Prior Minutes approved with changes by 5 Trustees present

No Financial Report as Town Accountant works on closing out FY2022.

Moment of Silence observed for passing Paul Fleuriel of Whately, MA and his years of service to Town

Director’s Report (attached) and other items at meeting:

* New computers arrived and will be set up this week by Ink & Toner Solutions
* Discussed Speaker/Performance Agreement and suggested changes, motion made and

unanimously accepted to accept with changes

* Resignation letter from Ashley Janes unanimously accepted by Board

Old Business:

* ADA Lift Project: final walk-though and punch list items taken care of. Had training session

with lift installers, all appears to be working well. A two-year maintenance agreement is included

with lift installation. An additional “red box” provided at no cost so we now have emergency kit (in case of power outage to lift) for both floors of building.

Fred asked about possible surge protection or backup generator in case of power outage (or surge)

pointed out it was necessary at Town Hall after lift installed. Backup power could cover lift,

lights, PCs, mini splits. Chair noted it is not in budget for FY2023 and we need to be aware of

that before planning any facility upgrades. For the record this Lift is a “person” lift, not a

freight elevator as heavy weight unbalanced within the lift could stop or disable it. This was

stressed at training session. It should not be used to transport equipment/goods between floors.

\*\*\* 10-minute warning received from Zoom \*\*\* ?

* Board voted and unanimously accepted resignation of Ashley Janes as Library Associate. Director

will immediately post job opening and would like to split position between two individuals so we

have a staff of three and possibly close coverage gap long term. Motion raised and accepted by all Trustees present to allow Director to interview/hire as soon as possible.

* Director’s Salary – while increase per personnel board approved it was not added to budget for current fiscal year (not received until just prior to July Board meeting). It would require a special warrant and special Town meeting. If there is a special meeting scheduled we will ask that this warrant be added. If no other Town meetings scheduled it will become effective FY24.

Zoom meeting abruptly closed at 6:31pm. All other agenda items will carry over to next regular Trustee meeting, tentatively scheduled for Tuesday, August 9, 2022