

Chair Lowrie called the meeting to order at 3:35 p.m. in the Claflin Room of the Library. Also present were Trustees Elaine Alligood, Mark Carthy, Kathleen Keohane, Gail Mann, and Sarah Phillips, and Director Maureen Connors.

Interim library director –

Retiring Director Connors reported that she had reached out to several possible candidates who could serve as a part-time interim director until such time as the search for a new full-time director is re-launched and the position filled. Ms. Connors reported that none of these individuals was available to serve at this time, but that Emily Reardon, the current head of adult public services, would be willing to serve as interim director and Ms. Connors, who is serving as a temporary employee during this transition period, is available to provide remote assistance to Ms. Reardon as well as travel to Belmont from time to time.

Ms. Connors recommended that Ms. Reardon be appointed interim director effective December 1, 2014 to serve until a permanent director is selected, with an increase in pay to the first step of the director pay grade for the period of time she serves as interim director. Ms. Connors also recommended that someone be appointed on an interim basis to serve as head of adult public services while Ms. Reardon serves in the interim director role, with a similar increase in pay.

Trustee Carthy moved to appoint Emily Reardon as interim director effective December 1, 2014 to serve until a permanent library director is selected. Seconded by Chair Lowrie and voted unanimously.

Chair Lowrie moved to authorize Ms. Reardon, current head of adult public services and interim director effective December 1, 2014, to appoint an acting head of adult public services effective December 1, 2014 at her discretion from among the current staff. Seconded by Trustee Mann and voted unanimously.

Miscellaneous Business

Ms. Connors provided updates on various items. She reported that she and Trustee Alligood would be working together with the Town's human resources director on the upcoming union meeting. She reported that the repair of the elevator was in the process of going out to bid and that the repair time was estimated to be 4-6 weeks, with completion date in part dependent on the weather.

With respect to facilities maintenance consolidation, Ms. Connors advised that she would send to the Trustees an e-mail from the Town specifying those library budget items that would be subject to consolidation. The Trustees noted that the library

should seek budget neutrality and determine whether additional monies are necessary for the library budget to ensure that consolidation does not result in a diminution of services or materials' acquisition. It was suggested that Ms. Connors communicate with Town Manager David Kale about the consolidation and report back to the Trustees at the December meeting.

Chair Lowrie moved to adjourn the meeting at 4:10 p.m., seconded by Trustee Carthy, and voted unanimously.

Next meeting will be held on Thursday, December 18, at 7:30 p.m.

Respectfully submitted,
Gail S. Mann, Secretary pro tem

Exhibits:
Agenda November 13, 2014