

Hartland Public Library Board of Trustees Meeting  
February 22, 2018

Present: Nancy Tusinski, Kristi Clements, Laura Bergstresser, Sarah Stewart Taylor, Julianne Harden

The meeting was called to order at 8:48 am

- A. We added Julianne's name to minutes as she was present at the last meeting. Minutes were approved.
  - I. Director's report accepted.
  - II. Financial report accepted.
  - III. Old Business.
    1. Personnel Policy. Nancy will check to make sure that bereavement policy is the same as the town's. We will discuss at the next meeting.
  - IV. New Business.
    1. Town Meeting Day. Nancy would like to have a set time that the library re-opens, rather than "until adjournment." Julianne moved and Sarah seconded that we establish that the library will be open from 2 to 6 pm on town meeting day this year. The morning hours will count as holiday time for staff scheduled to work. The motion passed unanimously.
    2. Employee Benefit Worksheet Review. Nancy has created a new worksheet that is more comprehensive. We will take some time to think about the new worksheet and discuss at the next meeting.
    3. Contribution to roof replacement. The following motion was made by Laura and seconded by Kristi: "The library board of trustees will contribute \$10,000 from the library reserve fund toward payment to a contractor upon replacement of the entire library roof. This payment is contingent on the select board voting to replace the entire library roof." The motion passed unanimously.
    4. Review of HPL Bylaws. Laura made a motion to add attendance qualifications to Section 2 as follows: "If a board member misses three meetings in a six month period, that board member can be dismissed by the board chair." Kristi seconded the motion. The motion passed unanimously.
    5. Evaluation of Library director. The board chair will complete an evaluation of the director before town meeting.
    6. The board signed the amended library policy.
    7. The board would like to thank Kristi for her service to the board!

The meeting was adjourned at 10:12 a.m.