

**Kingston Public Library
Board of Trustees
Meeting minutes for October 2, 2006**

On October 2, 2006, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair, Joyce Rossi, Nancy Sapir, Val Spence, treasurer, Vanessa Verkade, and Spencer Clough, secretary.

Also present was Sia Stewart, library director.

The meeting opened at 7:20 p.m.

- I. Minutes for August 14th, and September 11th were submitted. The words “no quorum” were deleted from the minutes for September 11th. Minutes for the September meeting were approved upon a motion by Ms. Spence, seconded by Ms. Rossi. As there was not a quorum for the August 14th meeting those minutes were inserted into the record.
- II. There were no meeting room requests for consideration.
- III. Library hours: there has been some surprise expressed by members of the public over the new hours and Friday closings.
- IV. Courtyard design project: the high school is interested in doing a project at the library. The Wilkinson Memorial Fund is now willing to provide about \$4,500 of the \$8,000 estimated for the courtyard. This will require some fundraising in the future.
- V. Staff issues.
- VI. Heritage Center: a letter will be sent to the Heritage Center Committee with regards to the potential loss of historic documents from Kingston.
- VII. Performance reviews for all employees covered under Wage and Personnel: such reviews may be tied to future merit pay raises; the chair will send a letter to the Town Administrator outlining employee concerns about fairness.
- VIII. Digital project funding: no report.
- IX. Public library fund: no details at this time.
- X. CPR training: the staff will receive training on October 20.
- XI. The book sale is set for October 7th.
- XII. Staff and volunteer appreciation party is set for October 13th at Ms. Rossi’s house.
- XIII. FY ’08 budget request: the director will ask for increases for pages’ and assistants’ hours, and Young Adult librarian hours; there is a need for additional funding for books and materials to remain accredited under the state system; there is a need for technological upgrades equal to \$14,000; also that the back rooms of the library need re-carpeting.
- XIV. Librarian reports.
- XV. Bill payments.

The meeting closed upon a motion by Ms. Spence, seconded by Mr. Clough at 8:55 p.m.

SEC/sec. 11/06/06