

Whiting Library Minutes
Regular Meeting
November 10, 2022, at 6pm
Whiting Library and Zoom

In Attendance: Trustees Donna McNeill-Hudkins, Jesse Bailey, Matthew Gorsky, Lora Cokolat, John Garison, Bill Dakin, and Sam Comstock. No member of the public joined.

Call To Order: Donna called the meeting to order at 6:05 pm.

Additions To The Agenda: *While not explicitly noted in this meeting, the Trustees announced by press release on Oct 17 that the search for a new Director was successful, and Pamela Johnson-Spurlock, who has been the librarian at Green Mountain Union High School since 2017, has accepted and will begin in mid-December.*

There were several donations to the Whiting Library, including one in memory of Judith Copping, a Trustee of the library until her illness interfered, and another intended to support diversity in the childrens' collection.

There are four candidates for the Assistant Librarian position. The process of reviewing and hiring will be structured to include the incoming Director, as well as the Youth Services Librarian.

There was discussion of encouraging the Youth Services Librarian to adjust the library's hours as necessary, given she is the only employee currently covering all hours the library is open.

Director/Youth Services Librarian reports were reviewed.

Treasurer's Report centered on discussion of the Library's 2023 budget in order to advance it to the Chester Select Board for their consideration of our recommendation. Trustees increased compensation for the Director's position in order to attract high-quality applicants; in the short-term the increase is covered by salary savings realized in 2022.

Lora noted the Library's investment account has incurred losses in the recent months; Bill suggested contacting the fund manager to explain their approach to managing the current financial market.

The Library incurred unbudgeted legal expenses in 2022; there was discussion of a provision that might allow the Library to recoup some of the cost of staff time spent on providing documentation to satisfy requests.

Policies and procedures review. Matt moved to accept the addition and edits, as applied and reviewed, to the **Collection Development Policy** reviewed at the October 11 meeting. Second by John, with unanimous approval.

Social media policy was discussed next, using examples from Springfield and another Donna borrowed and wrote as a Chester version. After discussion circling around, it was suggested we view the large overall issue as: 1) the information dissemination of the Library; and 2) the interactions of other users on our platforms. In general, it was suggested we should hold the public to the same general standards we would with in-person interactions. At the end, it was decided to include the new Director in the process as the drafting continues.

Donna presented a draft contract for the position of library director (there has not previously been a contract). It was discussed, with Bill suggested reading and marking up the text provided, for further discussion.

All current Trustees, except Donna, were appointed by the Select Board in 2022, as opposed to being elected. As a result, there will be 6 positions open for election by the public in March, 2023. To run for a position one needs to file a petition by the end of January in order to be on the ballot.

Public Comments: No public in attendance.

A **motion to adjourn** made at 7:22pm. Motion by Matt, second by Bill.

Submitted by Sam Comstock, Dec 11, 2022.