

Minot-Sleeper Library
Board of Trustees Special Meeting
August 16, 2023

Trustees Present: Karen Boyd, Pat Durgin, Kathleen Haskell, Lucille Keegan, Sue Nieman, Dolly Prive.
Trustees Absent: Anita Avery, Nancy Dowey, Nancy Spears. **Library Director:** Jenna Davis. **Also Present:** Gail Wolff.

Purpose of Special Meeting: To update Trustees on the work of the Interview Committee and share recommendations.

Karen Boyd called the meeting to order at 5:00. She asked Pat Durgin, Chair of the Interview Committee to continue.

The Interview Committee had its first meeting on August 10, 2023. Rosemary D'Arcy, consulting with the Committee, initiated a discussion about the attributes that are desired in a candidate for Library Director.

Three applicants have submitted resumes and these were discussed.

As a result, it was decided that the search needs to be extended, with the following changes:

- Expanded advertising: Jenna will give Pat a list of places currently posting ad.
- A higher salary will be offered. Documentation of wages in other NH towns were reviewed, and the position will be posted at a range of \$57,000. to \$62,000., based on experience and education.
- Rosemary has revised the posting.
- There will not be a specific end date, and applications will be accepted until a person is hired.

Pat Durgin made a motion to extend the Library Director Search, with a salary of \$57,000. to \$62,000, and to expand the locations in which the advertising is done. Karen Boyd seconded it and it passed unanimously.

The need for an Interim Library Director was discussed during the extended search. Jenna will work one day a week as Interim at \$27.00/hour. She will do payroll, bills, other financial and budgetary tasks, and be available for questions and support for the staff. Trustees were appreciative and gratefully accepted her offer.

The need for a representative from the Select Board and/or Budget Committee to attend Trustees Meetings was discussed. It would promote better understanding of the library and the range of decisions, especially financial ones, that the Trustees make.

Jenna informed the Board that Ku will absorb the hours that Karen Monahan has been working, and the transition when Karen leaves will be a smooth one with no change in budget.

Sue Nieman made a motion, seconded by Pat Durgin, to adjourn. The meeting was adjourned at 5:45 PM.

The next regularly scheduled Trustees Meeting will be on Thursday, August 24, 2023 at 5:00 PM.

Respectfully submitted by

Sue Nieman, Secretary
Minot-Sleeper Library Board of Trustees

