Georgetown Peabody Library Trustees

Special Meeting

Date: Wednesday, June 17, 2015

Time: 7:30 PM

Next Regular Meeting: Wednesday, July 1, 2015 in Georgetown Peabody Library

Minutes

Meeting called to order at 7:32 PM

Trustees present: Chris Laut, Sue Clay, Sue Clohecy, Michelle Brock, Kevin Moran and Mary Saunders Library Director: Sarah Lynch

Trustees approved Minutes for June 10 Trustee Meeting with one minor correction. Motion by Sue Clay and second by Chris.

Young Adult Librarian position:

- Discussed and revised
  - Responsibilities (Young Adult Services, Public Services, and Technical Services)
  - Qualifications
  - Skills
  - Physical requirements
- Applied wording changes to Job Posting
- Sue Clohecy made a motion to accept the job description and job posting for Young Adult Librarian as developed and corrected. Kevin seconded the motion. Motion carried unanimously.
- Sarah will post, interview, seek input from staff and report back to trustees.

Window Sills:

- Painter reported two window sills in original building are rotting.
- Quote for $750. from Martyn Richards to repair with Spanish cedar.
- Trustees and Sarah to do further research.

Website developer:

- Three quotes have been received.
- Trustees to meet with potential Website developer on Wednesday, July 1.

July 4th holiday closing:

- Trustees voted unanimously to close the library on Friday, July 3 for the 4th of July holiday/

Michelle moved and Chris seconded motion to adjourn at 8:56 PM

Prepared by Mary Saunders on June 22, 2015.