

**PLAISTOW PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 16,2014**

The Plaistow Public Library Board of Trustees held a special meeting at the Public Library on Wednesday, July 16, 2014.

Present: Catherine Willis, Chair
Jennifer Kiarsis, Secretary for Special Meeting
Jane Query
Luann Blair
Michelle Sykes, Alternate

Not Present: James Peck, Treasurer

Others Present: Cab Vinton, Library Director

Call to Order

Catherine Willis called the regular meeting of the Board to order at 10:02 am.

The purpose of this Special Meeting is to approve two temporary summer employees.

Discussion regarding background check policy and the age at which all employees should be required to have a background check completed. It was agreed that the policy of the Library should be that all employees 18 years of age and older should have background checks. The Policy Committee will review the present language and revise it for approval by the Board at the next regularly scheduled meeting.

Cab advised that the Youth Services Librarian requested two part time summer employees to help with programming, as well as provide weekend coverage. Both employees have been hired to start on July 14, 2014.

Elizabeth Daneau is a Salem State student, with extensive experience with children from infants (day care experience) through 18 year olds (camp counseling). Putting programs together and running them would not be an issue for her, and Cab may use her in that capacity.

Erin Leahy has been known by Jenn for a long time, and requested that she be hired as a Children's Summer Page to help with children's programming, including the Summer Reading Program.

Motion was made by Jane Query to hire Elizabeth Daneau for 15 hours per week at the rate of \$11.50 per hour; seconded by Jennifer Kiarsis. Motion carried: 5 Ayes; 0 Nays; 0 Abstentions.

Motion was made by Jennifer Kiarsis to hire Erin Leahy for approximately 10 hours per week at the rate of \$8.03 per hour; seconded by Luann Blair. Motion carried: 5 Ayes; 0 Nays; 0 Abstentions.

Old Home Day

Luann Blair had some observations regarding Old Home Day and the table that was set up for the Library. The location was not good as there was not much foot traffic. She also commented that while she was there, the staff at the table were not engaging the public and needed to draw people in. She also said that the Duck Pond and the free adult books worked well.

Jane Query attended Old Home Day and agreed that the location could have been better, but she felt that when she was there, the Duck Pond was going well and there seemed to be a lot of people around the table. More brochures were needed.

Cab was happy to have this information and will find out why the Library location was not more prominent. His comments were that each year you learn things, move on, and make it better for the following year.

Adjournment

Motion to adjourn made at 10.25 am by Jennifer Kiarsis.

Next regularly scheduled meeting will be held on Tuesday, August 12, 2014 at 10:30 am.

Respectfully Submitted

Jennifer Kiarsis
Recording Secretary for Special Meeting