

## The Conway Public Library Board of Trustees

**Minutes      August 15, 2016**

**Members present:** Deb Cross; Donna Dolan; Mark Hounsell; David Paige; Lucy Philbrick; Stacy Sand; Linda Fox Phillips; and David Smolen, Director.

David Paige called the meeting to order at 4:15.

Paul DegliAngeli, Conway Town Engineer, was asked to describe the options for the repair of the library roof. Paul stated that the project is scheduled for September 2016, showed the copper and the Munson slate which will be used, and described options for the installation. Mark stated his desire that the project maintain the historic presentation of the roof. Donna stated that she wanted to be sure that the work would proceed safely for both the roofers and for those inside the library. Linda moved, seconded by Deb to authorize David S to work with Paul and have the roof appropriately repaired.

Mark moved to amend the motion to include soldering of the South Side. Deb seconded the amendment. Donna responded that the front is as important as the south side. After some discussion, Mark and Deb withdrew their motion . There was consensus that the contract be expanded to include soldering of the south side if it can be done. The vote was 5-0-2 with David P and Donna abstaining.

**Minutes:** Stacy moved to accept the minutes as edited; Deb seconded the motion. The motion carried 7-0.

### Reports

**Treasurer's report:** Deb reported that the reports are now on-line with Quick Books. She will prepare a report comparing year to date reports from 2015 and 2016. Linda moved that the Treasurer's report be accepted; Lucy seconded the motion. The vote was 7-0.

**Director's report:** David said that he is developing the 2017 budget which he will present at next month's meeting of the trustees.

**Friends of the Conway Public Library:** Mark will attend his first meeting tomorrow, August 16.

### Old Business

- 1. Code of Ethics:** Donna moved, seconded by Deb, to take the Code of Ethics off the table. The motion carried 6-1 with Mark voting nay.  
  
Deb moved to adopt the edited Code of Ethics. Linda seconded the motion. The motion carried 6-1 with Mark voting nay.
- 2. By-Laws:** Deb moved, seconded by Linda, to accept the by-laws as edited. The motion carried 6-1 with Mark voting nay.
- 3. Salary Committee:** Mark moved that the Board of Trustees authorize David to develop a salary scale and recommend what each staff member should be paid. The motion was seconded by Donna. The motion carried 7-0.
- 4. CPL Paypal Account:** Mark moved that the board of Trustees authorize David to establish a Paypal account with the charges of 2.75% paid by each patron who uses the account. The motion was seconded by Deb. The motion carried 7-0.

### New Business

- 1. New Overtime rules:** David reported that the Department of Labor has issued new overtime rules with a new minimum of \$47,476 to be classified as salaried. Stacy requested that David produce an educated guess on the amount of overtime pay that Conway Public Library will need to pay; preparing the estimate for our next trustee meeting.
- 2. Pokemon:** David stated that the library has no control over a game designation. To date only two sets of players have been in the library and they were not disruptive and followed normal library rules.

The next meeting of the trustees will be September 19, 2016 at 5 pm.

The meeting was adjourned at 6:25 pm

Respectfully submitted,

Linda Fox Phillips, Secretary