

Conway Public Library Board of Trustees

Meeting Minutes

February 26, 2018

Conway Public Library Meeting Room

Trustees Present: David Paige, Stacy Sand, Linda Fox Phillips, Donna Dolan, Brian Wiggin, Debbie Cross

Trustees Absent: Lucy Philbrick

1. **Call to Order.** The meeting was called to order at 5:02 PM

2. **Consideration of Meeting Minutes, Jan 22, 2018.** Motion made by Stacy Sand, second by Linda Fox Phillips. All in favor 5-0-1 (Donna Dolan abstained).3. **Treasurer Report.** Debbie presented her report. A discussion ensued. Debbie suggested hiring a bookkeeper. A discussion ensued. It was suggested Director Smolen look into the cost of hiring a bookkeeper. **Motion was made to approve the Treasurer's reports with the exception of November 2017. All in favor 6-0.**

4. **Acceptance of unanticipated revenue.** It was reported by Director Smolen \$71 since the last meeting. **A motion was made to accept the unanticipated revenue. All in favor 6-0.**

4. **Director Report.** Director Smolen presented his report. Matters discussed include the following:

- ILL system failure
- Research on a new phone system
- Cataloging backlog in history room
- Celtic music program March 14<sup>th</sup>
- Margaret Gaertner program on CPL architect Thomas Silloway

6. **Library Assistant Position Recommendation.** Director Smolen described the search and interview process. A recommendation was made to offer the position to Kathy Keene of Conway at a rate of \$12 per hour. **A motion was made to accept the recommendation and hire Kathy Keene, All in favor 6-0.**

7. **Anne Goldthwaite Painting.** Director Smolen described his discovery of the painting and a photo of Conway Public Library Architect Thomas Silloway. No votes were taken.

8. **Board Member Issues.** A discussion ensued about the March 24<sup>th</sup> event by Margaret Gaertner. Discussion ensued about where the National Register plaque should be placed. **A motion was made by Stacy Sand, second by Debbie Cross, to place the plaque near the original front door. Motion passed 4-1-1 (Linda voted no, David Paige abstained).**

9. **Non Public Session.** Director Evaluation. **A roll call vote was made to enter into nonpublic session at approximately 6:00 PM. All in favor 6-0.** Discussion ensued about David's goals. Motion made to approve David's 2018 goals as edited. Motion was made to seal the minutes. All in favor 6-0. Motion was made to enter into public session at approximately 6:25 PM. All in favor 6-0. Motion was made to seal the nonpublic minutes. All in favor 6-0.

10. **Adjournment.** The meeting adjourned at 6:31 PM.

Respectfully Submitted,

David Smolen