



TOWN OF HUDSON

Library Board of Trustees



194 Derry Road • Hudson, New Hampshire 03051 • **Tel:** 603-886-6030 • **Fax:** 603-816-4501

Hudson Library Board of Trustees Accepted Minutes December 6, 2016

Present:

Trustee Robin Rodgers, Chair
Trustee Steve Middlemiss, Vice-Chair
Trustee Arlene Creeden, Treasurer
Trustee Linda Kipnes
Trustee Kara Roy
Charles Matthews, Director

Call to Order: Trustee Rodgers called the meeting to order at 12:13 pm.

Public Input: There was no Public Input.

Job Description Review: The Trustees discussed a new job description for a Bookkeeper/Administrative Assistant to provide administrative, accounting and clerical support to the Library Trustees, Director and staff under the guidance of the Board and supervision of the library Director. This position will replace a recently vacated Library Assistant/Bookkeeper position.

Trustee Creeden moved to post a Bookkeeper/Administrative Assistant position starting at \$15/hr based in experience. Trustee Roy seconded. Motion passed 5-0.

Director Matthews was instructed to post the position on the town's website, in the Hudson/Litchfield News, Facebook and Twitter, and to distribute the position to the staff and Trustees.

Trustee Comments: None.

Non-Public Session:

Trustee Creeden moved to enter into Non-Public Session at 12:40 pm under RSA A91-A:3 II (d).

Chair called for a roll call vote:

Trustee Creeden – yes

Trustee Kipnes – yes

Trustee Roy – yes

Trustee Middlemiss – yes

Trustee Rodgers – yes

Enter Non-Public Session at 12:40 pm.

The Trustees made the following decisions in Non-Public for the record:

- A motion to appoint Amanda Ellis to the position of Assistant Children’s Librarian failed 2-3.
- A motion to hire Emily Sennott for the Assistant Children’s Librarian position at \$15.00/hr passed 3-1-0.
- A motion to offer the position to Amanda Ellis if Emily declines passed 5-0.
- Direction to authorize the Director to post any open position that may develop from these moves.

The Trustees excused Director Matthews and discussed the Director’s Performance Review and returned to the Regular Meeting at 1:40 pm.

The Regular Meeting was adjourned at 1:45 pm

Respectfully Submitted,

Charlie Matthews
Library Director

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Non-Public Minutes
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Trustee Linda Kipnes
Trustee Kara Roy
Charles Matthews, Director

Non-Public Session:

Roll call to enter Non-Public Session at 12:40 pm.

The Trustees discussed filling the Assistant Children's Librarian opening.

Trustee Creeden moved to appoint Amanda Ellis to the position of Assistant Children's Librarian. Trustee Middlemiss seconded. Motion failed 2-3.

Trustee Roy moved to appoint Emily Sennott to the position of Assistant Children's Librarian at a rate of \$15.00/hour. Trustee Creeden seconded. Motion passed 3-1-0. Trustee Rodgers abstained.

Should Emily Sennott not accept the position at \$15/hr, Trustee Creeden moved to offer the Assistant Children's Librarian position to Amanda Ellis at the same rate. Trustee Kipnes seconded. Motion passed 5-0.

In the case that Amanda Ellis is offered and accepts the Assistant Children's Librarian position, the Board instructed Director to post an announcement of an opening for a Library Assistant in the Children's Department.

The Trustees the excused Director Matthews and Board to discuss the Director's Performance Review.

Adjourn:

Non-Public Meeting adjourned at 1:40 pm and the Trustees returned to the Regular Meeting.

Respectfully Submitted,

Charlie Matthews
Library Director