

BOARD OF TRUSTEES, PLAINFIELD TOWN LIBRARIES

March 22, 2016; Meriden Town Hall

8:30 a.m.

Present: Nancy Liston, Jean Strong, Emily Sands, Mark Pensgen, Suzanne Spencer

Members of Public: Bonnie Swift, Dennis Girouard

Draft Minutes

8:34 am Roll call, approval of agenda

Announce: Non-public session announcement RSA 91-A:3, II, if necessary

- (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.

Election of Officers – Nancy Liston made a motion that Emily Sands be Chair. Jean Strong seconded. All voted in favor. Nancy Liston made a motion to nominate Suzanne Spencer as Secretary, Mark Penge seconded. All voted in favor. Suzanne Spencer nominated Mark Pensgen to be treasurer and Nancy Liston to be vice chair. Emily seconded. All voted in favor.

Administration – SS made a motion to move correspondence from public and minutes to the town office to better respond to inquiries about records. Nancy Liston seconded. All voted in favor.

Discussion of Right to Know Workshop

Election of working groups and liaisons

Nancy Liston nominated Jean Strong as liaison to the PRML Friends Group . Mark Pensgen seconded. Nancy Liston nominated Emily Sands to be liaison to the Meriden Friends Group. Mark Pensgen seconded. All voted in favor.

Working Groups – NL made motion to approve the nominations as read:

HR working – Emily Sands, Suzanne Spencer

Facilities – Jean Strong, Suzanne Spencer

Policies – Nancy Liston, Jean Strong

Finance – Emily Sands, Mark Pensgen

MP seconded. All voted in favor.

Projects – The board discussed and edited the second draft of the Library Director job description

Suzanne left the meeting at 9:30

The board voted unanimously to approve the job description. The board will advertise the position in the Valley News, the NL Library Listserve, LUV Listserve, Cornish Connect, and Upper Valley Listserve.

9:45 am – the board voted unanimously to adjourn the meeting Adjourn

Attachments: Job Description [1]