**BROOKLYN TOWN LIBRARY**

**EXECUTIVE BOARD MEETING**

**NOVEMBER 19, 2019**

**The meeting was called to order at 7:02 P.M. Present were: Wendy Harrington, Laure Nelson, Deneen Azzolino, Renee Messier, Ken Dykstra, Aimee Anderson, Jane Sipila, Diane Wimmer, Beverly Spink, Michelle Shannon, Catherine Tucker, & Lisa Faria-Lindia.**

**SECRETARY’S REPORT: A motion was made by Michelle Shannon and seconded by Jane Sipila to accept the Secretary’s Report as emailed. So Voted**

**TREASURER’S REPORT: Treasurer, Renee Messier distributed the Profit vs Actual Budget report. Renee answered questions from the board as needed. A motion was made by Jane Sipila and seconded by Deneen Azzolino to accept the Treasurer’s Report as Read. So Voted**

**LIBRARY DIRECTOR’S NEWS: Library Director, Catherine Tucker reported that the Librarian (18 hour) position that becomes available January 1, 2020 will be advertised in the Turnpike Buyer. The job advertisement will run for two weeks. The Librarian position was also posted at the Town Hall and in the library.**

**OLD BUSINESS:**

**Library Outreach Committee: The committee met on October 29, 2019. No information concerning the meeting was available at this time.**

**New Library Facility Committee: The committee met on October 22, 2019. Ken Dykstra showed the board the State Library Space & Planning Guide worksheet. This worksheet will give the board an idea on the square footage needed for a new library. To meet the library’s needs, 10,038 square feet is the minimum square footage needed. The committee will visit the following libraries Canterbury Public Library, Willington Library, Scotland Library, Ashford Library & Thompson Library to better understand what will be needed for the new library.**

**Brain HQ: Wendy Harrington questioned the status of the Brain HQ program the board authorized the purchase of. Catherine Tucker said where it is based on VERSO and with VERSO currently updating, it is not yet accessible for patron use. We do not pay the $1,000 for it until it is accessible.**

**NEW BUSINESS:**

**Librarian, Laure Nelson handed in her resignation effective January 1, 2020.**

**Job Posting & Setting Wage: A motion to hire a librarian for a 3- month probation period at minimum wage of $11.00 or compensation based on library experience was made by Michelle Shannon and seconded by Jane Sipila. So Voted**

**A motion was made by Michelle Shannon and seconded by Deneen Azzolino to adjourn. The meeting adjourned at 7:48 p.m.**

 **Respectfully Submitted,**

 **Laure M. Nelson**

 **Secretary**