

**BOARD OF TRUSTEES
NORTH KINGSTOWN FREE LIBRARY
MINUTES**

SEPTEMBER 14, 2009

PRESENT WERE: Patricia Carlson, Joan Ehrhardt, David Layman, Joan Peet, Richard Reid, Tom Sgouros, and Susan Aylward. Excused absence: Barbara Burgess

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, September 14, 2009, in the Meeting Room was called to order by Chair Patricia Carlson at 7:30 P.M.
2. Pursuant to RIGL 42-46-6 (c) Notice of this meeting has been posted on the Secretary of State's website.
3. **Minutes of the May 11, 2009 meeting** – VOTED to approve the minutes as presented on a motion by Joan Peet, seconded by Joan Ehrhardt.
4. **Minutes of the June 8, 2009 meeting** – VOTED to approve the minutes as presented on a motion by Joan Peet, seconded by Richard Reid.
5. **Director's Report**—The Director reported on library activities and events during the summer. She also reported on the arrival of the Wickford Lighthouse model; the cleaning of the upholstery on the arm chairs; the replacement of the faucets in the men's room; and some issues with the fire alarm service contract.
6. **FY 08-09 Statistics and End-of-Year Budget Reports**—Because of some family health issues, the Director did not have these reports completed in time for the meeting. They should be available for the October meeting.
7. **Old Business**
 - a. **Staff reconfiguration and re-classification proposal**—The Board reviewed the proposal and VOTED to approve the re-classification of five librarian positions to level 23 on the union pay classification schedule, using the existing job classification of Librarian, creating five new job titles: Reference & Non Fiction Services Coordinator; Young Readers & Teen Services Coordinator; Community Outreach Coordinator; Readers Services Coordinator; Technology Coordinator, superseding previous re-classification proposals adopted in October 2008 and March 2009 on a motion by Dave Layman, seconded by Richard Reid. VOTED to send the approved proposal to the Town Manager with the Trustees' respectful request to present it to the Union before November 30, 2009 on a motion by Joan Peet, seconded by Tom Sgouros.
8. **New Business**
 - a. **Job Descriptions for Union Employees**—Tabled for discussion at the October meeting.
 - b. **Programming Guidelines**—Tabled for discussion at the October meeting.
9. **Other**—The Chair requested that the record show her offer of deep gratitude to the Very Reverend Richard Reid and Mrs. Christopher Peet for their undying devotion to the Library Board during their years of service to the North Kingstown Free Library.

The meeting was adjourned at 9:15 P.M.

Respectfully submitted,
Susan L. Aylward