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DATE: March 27, 2014

**Huntington Public Library
Board of Trustees
Minutes of February 25, 2014**

Present: Heidi Racht, Paula Kelley, Lorrie Richland, Liz Greenberg
Others: Anne Dannenberg

The minutes from January 28, 2014 were approved.

Director's Notes:

- There was a discussion on getting an engineer to look at the balcony to see if it is structurally sound to accommodate books, shelves, and furniture. Anne has checked with historical preservation and looked into ADA regulations. ADA allows the use of the space because a comparable space is available on the main floor. It was decided the Anne should ask Tom Northrup to contact Chris Hill, an engineer, to act a resource. The question would be how much it would cost to do an inspection and report on the viability of the balcony. Anne will get the estimate on this. It was decided that an informal survey be done to get ideas from patrons as to how they would like the balcony to be used.
- Anne has talked to Rabecca Gold about ideas for the use of the Ben and Jerry's grants that the Library has received. The total of the two grants is now \$8200. **HEIDI WILL WRITE A THANK YOU LETTER TO BECCA.**
- The Board discussed ideas for the use of the Ben and Jerry's grant. Some ideas included adding more moveable shelves for picture books, building more shelves in the area on the north side of the partition wall, a new shelf for the "new books" display so that more room can be made available for non-fiction. It was suggested that the Library host an event in conjunction with the opening of the balcony as a space, should this materialize.

Town Meeting Presentation: Liz prepared a statement to be presented at Town Meeting, for a motion to increase the Library budget as follows:

- \$990 for substitute pay for 110 hours + \$75. for FICA etc
- \$662 for a 2.5% increase in salaries for the Director and Assistant Director + \$50 for FICA etc.

Job Description for Director and Assistant Director: Anne presented a list of duties and responsibilities for both positions. Her list was thorough and very readable. The Board approved the list. **HEIDI WILL FILE THESE IN THE TOWN OFFICE.**

The Board went into Executive Session at 8:45. The Board came out of Executive Session at 9:07.

Next meeting to be held on March 25, 2014, at 7:00 pm at the Library

