

Topsfield Town Library Board of Trustees Special Meeting

Monday, February 27, 2017; 6:00 PM

Topsfield Room

Present: Trustees-Abigail Jackson, chair; Gail Bryson, Patty Walsh, Audrey Iarocci

Library Director: Laura Zalewski

Absent: Brooke Spater, Judith Lais

Guests: none

AGENDA

Meeting called to order at 6:01 PM by Abby Jackson.

FY2018 Budget

Laura will be meeting with the FinCom tonight to request that current two 15 hour a week positions be consolidated into one 30 hour a week position due to an inability to maintain staff in the non benefited positions (see attached letter to Karen Dow, FinCom Committee Chair). It is estimated that benefited position could add health costs of \$7,120-\$19,192 plus sick, personal and vacation time. Trustees will attend meeting to support her request.

Facilities Management

Building issues are currently discussed/reviewed with Dan Philpott as necessary. It is anticipated that there will be future need for carpet replacement and roof repairs. Laura will review spending for consultation and services over the next 6 months and this will be revisited at September meeting.

New Business:

Pisano Estate

Abby will sign document for final closing of the estate.

Meeting adjourned at 6:30 PM.

Respectfully submitted,

Gail Bryson

List of Documents:

Topsfield Town Library by the Numbers, letter to Karen Dow, FinCom chair, staffing statistics