

Field Library Board of Trustees Meeting Thursday, July 14, 2016

Before the meeting was officially called to order, Mr. Anthony Volpe, resigned from the Board of Trustees.

In attendance: Melinda Bako Cosentino; Anthony Olivieri, President; Norman Jacknis; Laura Wolven; Joe Galella; Sally Bentley; Victoria Kravitz (substituting Secretary for Susan Feldman); Sandra Smith @ 7:30

Mr. Olivieri called the meeting to order about 7 pm and agenda handed out.

Investment Accounts

- Signatory approvals Wells Fargo transfer from Laura Wolven, Former Director to Sally Bentley completed. Chase accounts signatory approvals will be completed Friday, June 15, 2016.
Review of accounts: 4 security accounts; Chris Sauro, representative at Wells Fargo.

Mr. Galella motion to make Sally Bentley the approved signatory on accounts. Ms. Cosentino seconded, passed unanimously.

Salaries/Budget

Mr. Olivieri asked Ms. Bentley to excuse herself during this discussion.

Review Salaries and Healthcare

Ms. Wolven reported discrepancies in health care benefits between the Library Director and other staff. Seeking to adjust this, the following resolution was proposed and drafted by all present.

“All full time staff are eligible to receive individual health care coverage paid by The Field Library. Family plans are available to all full time staff that opt to purchase and cover the difference between individual health care and family health care at his or her own expense.”

Motion to adopt this resolution by Mr. Galella. Seconded by all and passed unanimously.

A discussion was had as to the need for a new director.

There seemed to be some confusion about the existence of other qualified applicants for the position. Applicants emailed their material for consideration to the fieldlibraryboard@gmail.com, the address listed for applicants to send their information on The Field Library’s page. The resumes sent directly there are in addition to the applicants who initially sent their material for consideration to Ms. Wolven’s email, lwolven@wlsmail.org which Ms. Wolven then forward to the fieldlibraryboard@gmail.com address.

Everyone present wrote down and now has the email and corresponding password.

Mr. Jacknis has volunteered to investigate and migrate the information to a listserv account to facilitate the Board discussion of potential candidates.

Ms. Kravitz had printed out the application and wrote the following response to send to current and future applicants:

“Your materials have been received and are now in process. Should your background and experience meet our requirements, we will contact you within the next several weeks. If we do not contact you, we will keep your materials on file for one year in the event that another position for which you may be suited becomes available. Thank you for your interest in The Field Library.”

Ms. Smith motioned to have Ms. Kravitz email the above to the applicants, Mr. Galella seconded, all are in favor.

Ms. Wolven suggested that Ms. Bentley be compensated for being Acting Director in the interim.

Ms. Smith motioned to approve the following:

“During the time of Ms. Bentley’s service as Acting Director, she shall be compensated at the Director’s hourly rate.”

Mr. Olivieri seconded, all are in favor.

Ms. Smith wants to make certain The Field Library interviews carefully and does not set a time limit. Ms. Wolven noted that Ms. Bentley might retire. Ms. Kravitz noted that currently there are two highly recommended Ph.D. candidates within the applicant pool, and some seasoned librarians and administrators.

Mr. Jacknis asked Ms. Kravitz to select the first round of candidates in addition to Ms. Bentley to be interviewed. Ms. Kravitz proposed Ms. Jennifer Brown and Mr. Christopher Nelson. Everyone agreed. Ms. Kravitz volunteered to contact the candidates for interviews. It was decided Ms. Bentley be given the first interview as a courtesy. Ms. Bentley’s material has not yet been emailed to the Board.

It was discussed to set up an interview committee, as in the past the full board would interview 2-3 candidates in an evening.

The first interviews will be Thursday, July 21. The Board will meet at 5 pm.

First interview: Ms. Sally Bentley 5:30-6:00

Second interview: Ms. Jennifer Brown 6:30-7:00

Third interview: Mr. Christopher Nelson 7:30-8:00

A personnel issue was discussed.

Second Set of Interviews

Wednesday, July 27 time TBD

Mr. Jacknis suggested that the candidates do 5 -10 minute presentations.

Ms. Bentley rejoined the Board meeting.

Mr. Olivieri informed Ms. Bentley, she would have the Interim Director salary at the \$40.66/hour rate. Mr. Olivieri proposed to increase Ms. Bentley’s vacation days to an additional 3 days per year. Ms. Kravitz motioned to increase Ms. Bentley’s personal days to an additional 3 days per year. Ms. Smith seconded, all are in favor.

Petition**Status and Outlook**

400 signatures of 500 already secured. Mr. Jacknis noted that the library should have 15% more than required for best practices.

Chester Smith

Kay and Bob Barthelmes to be 2016 Chester Smith Awardees.

Other

Meeting was adjourned about 8:45 pm.