

Minutes of the Meeting of the Library Board of Trustees

DATE: May 24, 2022

TIME: 7:30 PM

LOCATION: Brookline Public Library  
Brookline, NH

Present: Kim Rogers, Cindy LaCroix, Karen Jew, Dave Partridge

Absent:

Also Present: Arefe Koushki

The meeting was called to order by Kim at 7:31 PM

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Dave stated that he was participating via Zoom from home, that attendance in person was not reasonably practical due to COVID-19, and that he could hear the proceedings.

Administrative:

The Board gathered to review the proposed changes to the Youth Services Library Assistant job description as presented by Arefe. An amendment was made to add circulation desk duties as needed.

**Kim motioned to accept the Youth Services Library Assistant job description, as amended. Cindy seconded.**

**A Viva Voce Roll Call was conducted, which resulted as follows:**

**Yea: 4 (Kim, Cindy, Karen, Dave)**

**Nay: 0**

**Abstain: 0**

**Motion passed (4-0-0).**

Discussion was made around previous reporting to NHRS.

**Action Item** for Cindy to follow-up with this notification letter and finalize reporting was done correctly. Cindy will reach out to Sharon at Town Hall to get the proper procedure.

MOTION BY KIM THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3, II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE, (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF. MOTION SECONDED BY CINDY.

**A Viva Voce Roll Call was conducted, which resulted as follows:**

**Yea: 4 (Kim, Cindy, Karen, Dave)**

**Nay: 0**

**Abstain: 0**

**Motion passed (4-0-0).**

*The Board went into non-public session at 7:38 p.m.  
The Board came out of non-public session at 8:00 p.m.*

**Kim motioned to accept the Directors' recommended candidate to fill the Library Assistant Outreach Coordinator position, two candidates to fill the open Library Assistant I positions, and two candidates for Summer Page/Substitute positions for 2022. Cindy Seconded.**

**A Viva Voce Roll Call was conducted, which resulted as follows:  
Yea: 4 (Kim, Cindy, Karen, Dave)  
Nay: 0  
Abstain: 0  
Motion passed (4-0-0).**

**Kim motioned to accept the Directors' recommendation for the following pay rates:**

- **Library Assistant Outreach Coordinator at \$15/hour (new hire)**
- **Library Assistant I at \$15/hour (new hires)**
- **Library Assistant I at \$15.50/hour (currently held position – pay increase)**
- **Summer Page/Substitute at \$12/hours for 8/hours per week for a period of 8 weeks during the summer months. (new hires annually)**

**A Viva Voce Roll Call was conducted, which resulted as follows:  
Yea: 4 (Kim, Cindy, Karen, Dave)  
Nay: 0  
Abstain: 0  
Motion passed (4-0-0).**

The next regularly scheduled meeting of the Library Trustees will be on Tuesday, June 7, at 6:30 p.m.

**At 8:06 p.m. Kim motioned to adjourn the meeting. Karen seconded.**

**A Viva Voce Roll Call was conducted, which resulted as follows:  
Yea: 4 (Kim, Cindy, Karen, Dave)  
Nay: 0  
Abstain: 0  
Motion passed (4-0-0).**

Submitted,  
Karen Jew, Acting Secretary