

Board of Trustees of the Southborough Library

**Minutes of Special Board Meeting**

January 6, 2014

Chair Jane Smith called the meeting to order at 5:37 PM.

**Attendance:** Trustees - Judy Budz, Nancy Mayo, Vice Chair Richard Wallace, Chair Jane Smith, and Secretary Nicole De Bonet – were present. Also, Children’s Librarian Kim Ivers, acting director, and Erika Alvarez, private citizen.

**Budget 2014 Discussion:**

Discussed upcoming Jan. 16 meeting with Mark Purple and Brian Ballantine to discuss the FY15 budget. Time for meeting has not been agreed to, but Chair Jane Smith and Acting Director Kim Ivers are planning on attending. Nancy Mayo or Nicole De Bonet is also willing to go to the meeting if another Board member is needed.

The level-services budget is \$415,070, a 5.1% increase over the FY14 budget of \$395,101, or \$19,969 more. Of that increase, salaries accounts for \$17,602 of it. Of that \$17,602, a little over \$6,000 is due to promoting a staff member from clerk to library assistant. This person has been doing the job of a library assistant for more than a year and Trustees believe strongly her pay should reflect that. She would start at the bottom of the library assistant pay scale, which is \$17.79 an hour. The educational supplies line is \$68,340, 16.5% of the proposed budget. That is 2.5% less than the 19% we aim for. As usual, we will have to find other sources of money to augment our book/video/audio budget.

Nancy Mayo brought up the possibility of requesting mitigation funds that might be available to town departments as a result of two housing developments - Madison Place, a 140-unit 40B apartment complex being built on Crystal Pond Road, and the 180 apartment-style condominium units developer Bill Depietri hopes to build on a parcel of land behind the Red Roof Inn near the intersection of Route 9 and I-495. She will call Leo Bartolini, chair of the Zoning Board of Appeals, to inquire about the application process.

**Interview Discussion:**

Trustees discussed a list of interview questions for first- and second-round interviews and discussed the logistics of conducting interviews through Skype. The closing date for resumes is January 8, or until a suitable candidate is hired. Open meeting closed at 7:00 p.m. after Trustees voted to go into executive session to discuss individual candidates and their resumes.

Meeting was adjourned at 8:00 p.m.

Respectfully submitted,

---

Nicole De Bonet, Secretary  
Library Board of Trustees