



## Trustees of The Mary E. Bartlett Memorial Library



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Liz McConnell, Chair Melody Santos, Treasurer Tom Walker, Secretary Erin Staffiere Melissa Bertoulin

### Meeting Minutes

Monday, December 05, 2022

Trustees attending: Liz McConnell, Tom Walker, Melody Santos, Melissa Bertoulin

From the Library: Janice Wiers - Library Director, Kiki Donis-Wahl - Assistant Director/Youth Librarian

Others: Alternate trustees: Jim Clark, Susan Lunn

From the public: None

Liz McConnell called the meeting to order at 6:01 PM.

#### **Draft Budget:**

This meeting was held to discuss and vote on the draft budget for the next town meeting.

The Select Board asked for three sets of budget numbers for review. Option #1 to include a 5% cost of living adjustment for all library staff, just like every other town employee. Option #2 a 5% COLA for hourly staff, and only a 2% COLA for the Library Director and Assistant Director. Option #3 a 5% COLA for hourly staff, and no COLA for the Library Director and Assistant Director.

A market driven analysis of library staff compensation was created by a town resident with experience in that area. This analysis compared current library salaries and wages to other area libraries and even to local employers like Market Basket and McDonalds. This analysis was provided at no cost to the town. It highlighted the need for an increase in library compensation to be more in line with these other local jobs. This will help ensure that the library isn't in an endless cycle of training new employees only to have them leave once they are marketable to these higher paying positions nearby. The operations budget has been lowered to help offset these one-time salary/wage adjustments in this year's budget. Trustees feel that because these adjustments are already accounted for in the budget that it would be reasonable to give the director and assistant director the same COLA as every other town employee.

Melody motioned, with a second by Melissa, to allow Liz McConnell to make a statement for the Select Board that library Trustees recommend Option #1: a 5% COLA for hourly staff, including the Library Director and Assistant Director. The motion passed with all ayes. Liz - aye, Tom - aye, Melissa - aye, Melody - aye, Jim - aye.

Liz adjourned the meeting at 8:55 PM.

**Next meeting:** Monday, December 12, 2022 at 6:00 PM.

Respectfully submitted, Tom Walker - Board Secretary