

**James E. Nichols Memorial Library
Board of Trustees
Special Meeting Minutes
Friday, October 6, 2023**

CALL TO ORDER: At 1:00 PM the meeting was called to order by Ann Xavier.

MEMBERS PRESENT: Chairperson Ann Xavier, Treasurer Karen Ponton, Trustee Stephany Marchut Lavallee, Trustee Sandy Frost, Trustee Emeritus Bette Miller (Non-Voting), Alternate David Hughes (Voting), and Deborah Hoadley

PROPOSED SCHEDULE FOR OPENING THE NICHOLS MEMORIAL LIBRARY: Deborah Hoadley, hired Interim Librarian, created and presented a schedule for opening the library, Tuesday, October 10 (10:00-4:00) and Friday, October 13 (10:00-4:00). Trustees discussed a "temporary position" on days when Deb cannot work on three days in October. If agreed, these days would be October 16, 20 and 23 (10:00-4:00).

Deb proposed to open the library on Monday, Tuesday and Friday, 10:00-4:00, October 16 through November 20. Thursday open hours 10:00-1:00 would be added beginning November 30. Alternate Saturday open hours 10:00-1:00 would be added December 2 and December 16.

Deb proposed to open the Nichols Memorial Library on Tuesday, October 10. Trustees discussed the hiring of a "Temporary Librarian Aide" for the three days in October. Trustees agreed that any changes to the schedule can be made at the next Trustee Meeting on October 30.

Motion by S. Marchut Lavallee to approve the schedule as presented and recommended by Deborah Hoadley for the hours to be opened. Motion was seconded by S. Frost. Passed unanimously.

Motion by A. Xavier to hire Sharon Thompson as a Temporary Library Aide for the three days as stated on the October schedule, 6 hours/day @ \$18.00/hour. Motion seconded by S. Frost. All in favor.

ADJOURNMENT: Motion to adjourn at 1:24 by K. Ponton, seconded by A. Xavier. All in favor.

Respectfully submitted by,
Sandy Frost
Library Trustee