MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES FOR MAY 6, 2014

Present
Jennifer Dooley; Scott Murphy; Tom Frank; Tracey Hempstead; Kathy Dulac; Veronica Valz; Gail Wixson; Shelly Hitchcox

Call to order
The meeting was called to order at 6:04 PM.

Public forum
None

Reorganization of trustee board
Frank nominated Dooley as Chairperson; Hempstead seconded. All in favor; none opposed. Dooley elected Chairperson.
Frank nominated Wixson as Vice Chairperson; Hempstead seconded. All in favor; none opposed. Wixson elected Vice Chairperson.
Frank nominated Hempstead as Secretary; Dooley seconded. All in favor; none opposed. Hempstead elected as Secretary.
Frank nominated Valz as Treasurer; Hempstead seconded. All in favor; none opposed. Valz elected as Treasurer.

Approval of April 8, 2014 minutes
Frank made a motion to accept the minutes of the April 8, 2014 meeting as written; Hempstead seconded. All in favor; none opposed. Motion passed.

Friends of the Library report
Hitchcox reported she has applied for a grant for the summer reading program; awaiting results.

Director's report
On file at library.
Highlights:
Library park and museum pass policy review
Small gathering at Arming the Union program
Birds/VINS program well attended
Bookmobile at Farmer's Market discussed
Staff manual in the works
Bathroom wall hole filled; graffiti removed
Fire evacuation route signs hung throughout library
Chittenden county libraries looking into courier service.
Electronic PO and reports training-Murphy and Dulac
Picture book area reorganization continues
Possibility of need of another staff member

Treasurer's report
No change except interest posted to account

Old business
Park/museum policy—previously discussed

New business
Murphy submitted his resignation effective June 1, 2014. He has accepted a position with the Vermont Dept of Libraries.   Frank made a motion to accept Murphy's resignation; Valz seconded. All in favor; none opposed. Motion passed with great sadness. Resignation letter attached.

The hiring of a new director was discussed.

Frank made a motion that the Board go into executive session to discuss the appointment of an interim director until a new director is hired; Dooley seconded. All in favor; none opposed. Board entered executive session at 6:56 PM. Board came out of executive session at 7:18 PM.

As a result of executive session, Frank made a motion to appoint Dulac as interim director; Hempstead seconded. All in favor; none opposed. Motion passed. Target date for Dulac's appointment is June 2, 2014-August 17, 2014 or until a new director is hired.

Dooley will review job posting to be put in VT Library Assoc website. A review panel will be made up of all five trustees, Dulac and community members. Exit interview for Murphy will be conducted.

Adjournment
Wixson made a motion to adjourn; Frank seconded. All in favor; none opposed. Motion passed. Meeting adjourned at 8:01 PM.

Next meeting
Next meeting will be held Tuesday, June 3, 2014.

Dear Milton Public Library Trustees,

Please accept this letter as my 30 day notice of resignation. My last day of work will be May 30th, 2014. I have accepted a job with the State Department of Libraries as their new Director of State Library Services.

I have enjoyed my time working with the Trustees, fellow staff and the Milton community, and I have been most fortunate to work for you. I have decided to make this move in an effort to advance my career as a librarian and to expand the influence of my profession at the state level.

I have benefitted greatly working with everyone at the Milton Public Library and I appreciate the opportunities I have been given here. I look forward to the challenges of the future and feel that working with you has given me invaluable insight into what it takes to be a public servant.

I will do my best to hand off my current projects and to help the Library make the transition to new leadership.
Sincerely,

Scott Murphy
Director
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