

Baker Free Library
Board of Trustees
Meeting Minutes
01-14-08

1. **Call to Order:** The meeting was called to order at 5:00 pm. Present at the meeting were Colleen Haggerty, Susan Hatem, Tom Ives, Library Director Linda Kling and proposed interim trustee John King. Elizabeth Foy was absent.
2. **Library Director Search:**
 - a. Linda provided the trustees with a draft advertisement of the position and detailed job description to be posted on the BFL website. The trustees reviewed and approved the materials, with minor changes including the starting date from April 1 to March 31, 2008, and adding budgetary experience as required experience. After reviewing the BFL pay scale for the library director, the trustees established that the salary range offered should be \$45,000 to \$55,000 depending on experience. Susan will follow up by calling Elizabeth to see if she has any other changes and then call Linda to post the advertisement and job description. The trustees estimated the cost of advertisements and the interview process at about \$400 which will need to come out of the current year's budget.
 - b. Linda reported talking with the chair of the Henniker library trustees about their fairly recent search process.
 - c. The board discussed the composition of the search committee and the roles of the exiting director as well as the staff in the process. We agreed that it would be helpful to have a librarian on the committee as well as a community member with young children who participate in BFL programs. Colleen and Susan will follow up with suggested names.
3. **Next Meeting:** Thursday, January 24, 2008 at 7:15 pm.
4. **Adjournment:** The meeting was adjourned at 6:05 pm.

Respectfully submitted,

Susan Hatem
Secretary