



position and one new Clerk II. The new positions fit into the remainder of last year's budget. Any increases in the salary line item of the library budget will have to be justified at the Town's budget hearings. There was a discussion of each job description. Louise distributed a chart titled, "Regularly Scheduled Library Tasks." (see attachment) Myra will make necessary changes to the job descriptions and submit copies to the board at the July meeting for review and approval.

Public Input- Helen suggested that the library board implement a 10-minute public input session at the beginning of each meeting. It would prevent interruptions and disruptions during meetings while still providing the public the opportunity to ask questions or address concerns. This is parallel to what is provided at Selectmen's meetings. Ed stated that he would add a public input agenda item under New Business for each meeting.

Audit- Myra asked for John, Ed, and Helen's occupations. The auditors examining the town's finances wanted background information from trustees who were on the board in 2007.

**Upon motion by Betsy, seconded by Helen, the meeting was adjourned at 9:25 pm.**

**Upon motion by Betsy, the motion was cancelled.** The meeting resumed.

Book Drop- Myra asked if any trustees were available to attend the June 30<sup>th</sup> Selectmen's meeting to inquire if a through-the-wall drop box would be an acceptable option. Several trustees planned to attend. Helen reported that she had spoken with a representative at a library supply company who stated that there would be no heat or cold damage to items placed in stand-alone drop boxes. Further discussions about indoor or outdoor drop boxes will be held during the July meeting.

**Upon motion by Helen, seconded by Ed, the meeting was adjourned at 9:37 pm.**

The next meeting will be held on Tuesday, July 1, 2008 at 7 pm.

Respectfully submitted,

Helen J. Ballou