

**North Hampton Public Library
Board of Trustees
Monthly Meeting - Non Pubic Meeting Minutes**

Date: June 5, 2019, 6:30 pm

Location of Session: Town Hall

Attendees:

Chair: Susan Leonardi
Secretary: Kathleen Kilgore
Library Director: Susan Grant
Alternate: Open Position

Disclaimer –These minutes are prepared by the Recording Secretary within five (5) business days as required by NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Board of Trustee.

The intent of these minutes is to provide a summary of the essential meeting content and not a transcription.

Board of Trustees Monthly Board Meeting

Call to Order in Public Session

The meeting was called to order by Susan Leonardi at 6:30 pm

Non-Public Session per RSA 91-A:3 (1. Employee Review), (3. Reputation):

Motion to enter non-public pursuant the provision reference above to the made by Jacqui Brandt. Seconded by Kathleen Kilgore

Vote by roll call:

Susan Leonardi - yay

Kathleen Kilgore – yay

Entered at **XXX** pm

Susan Grant would like the Trustees to consider promoting Liz Herold to the position of Assistant Director. Susan has been working with Liz for a time now training her to be back up to her when she is out. It was discussed that a formal job description needs to be written, reviewed and adopted prior to considering the promotion.

No formal votes were taken on this initiative. It was consensus of the board members present that a formal job description would be written and reviewed at July's meeting of the Board along with considering the promotion.

Non-Public Session per RSA 91-A:3 (1 Employee Review), (3 Reputation):

Motion to recess from non-public pursuant the provision reference above to the made by Susan Leonardi. Seconded by Jacqui Brandt

Vote by roll call:

Susan Leonardi - yay

Kathleen Kilgore -yay

Recessed non-public at 7:35 pm