

**OXFORD LIBRARY BOARD OF DIRECTORS  
SPECIAL MEETING MINUTES  
WEDNESDAY, MARCH 1, 2017  
7 P.M.**

**Open Meeting**

Meeting called to order: 7:03 p.m.

In Attendance: Briganti; O'Brien; Keating; Keating.

Also in attendance: Dawn Higginson; Kathy Johnson; Jim Hliva

**Pledge of Allegiance**

**New Business**

Discussion on new library.

Temple states there will be a manager with a business background to oversee the new library. This would include personnel and financial aspects of the new library – ie: budget, bills, and maintenance of new building.

Accounting program will be implemented to validate monies coming in and out.

New positions will include: Manager and Circulation Manager.

Will keep until further notice: Head of Children's Department, Assistant Director, and Head of Circulation.

Question on conflicts/issues/labor relations with the Union. Just discussion, needs input to go forward with anything concrete.

2 current full timers looking to keep current hours-possible to do this for them.

Alarm and video surveillance will be installed in new building along with time clocks for employees.

Discussion on weekend hours.

Walkway between library and park which will be lit as well.

Temple wants Board to refine what he has verbalized in this meeting's discussion. Looking to get this info to Board of Finance.

Possible IT person in the future for new library.

Discussion if MLS for needed for new Manager Position and customer service aspect of the library.

Any questions or concerns, can meet half hour before next scheduled Library Board meeting.

Temple looking to get new Manager in this position hopefully by summer time as they will be in and familiar by the new library opening.

**Motion to Adjourn:**

7:30 p.m.

Motion: Briganti; Second: Gawitt. Vote: 4-0.

Respectfully Submitted by:

K. Solicito

17 MAR -2 PM 3:14  
TOWN OF OXFORD, CT  
*Briganti A. West*  
TOWN CLERK