

Personnel Board Minutes 7/07/11

In Attendance

Sherry Madore
Charles Clinton
Margo Mansur

Absent

Laura Canducci

- 7:15 PM The meeting was called to order by the Chairman. Motion by Sherry Madore to accept the minutes of May 25th meeting. Margo seconded, minutes were accepted. Reading of the minutes of June 28th meeting were postponed to next meeting, pending additions.
- 7:25 Motion by Margo Mansur to open a discussion of reclassification of the Library Director, seconded by Sherry Madore. The motion carried.
- 7:30 The chairman read from a survey of public libraries submitted by the Library Director. The survey showed that most towns comparable in population to Avon were at a lower salary for Library Director, and that our Director was in the top 10% of salaries. Sherry suggested it would be helpful to get a list of library employees, their duties and hours.
- 7:45 After discussion, the members concluded that what has been presented by the Library Trustees thus far does not support reclassification. If the trustees can verify that the Director regularly works 40 hours per week, we would be willing to consider reclassifying the position to D4.
- 8:00 The Chairman read a letter from the Library Director concerning accrued vacation time, and requesting that she be allowed to carry over the 15 unused days, or be reimbursed. Margo will respond with a letter authorizing the Trustees to take any action they think appropriate regarding the accrued vacation time.
- 8:15 Discussed next meeting date. We will need to meet again in late July to begin preparing for possible future special town meeting.
Meeting adjourned.

Personnel Board Meeting held June 28th, 2011

In attendance: Personnel Board Members: Margo Mansur, Sherry Madore, Laura-Jean Canducci—Librarian Karen Johnson and Trustee, Wilma MacDonald

Prior to the meeting a letter was sent to the Board of Trustees to provide us with salaries for like towns for the Librarian position.

The meeting was called to order at approximately 7:35. Wilma MacDonald began speaking advising why she felt the position warranted a raise. Not only had Karen been working 2 positions for the last eight months or so, she also works longer hours that she does not put in for. Wilma left after speaking.

Karen Johnson complied with our request to bring salaries from towns we had suggested that could be like in population however, none really compared in size to Avon. Karen did explain to us her role, how she felt it has changed, the programs she runs and the hours she puts in. Karen also advised us that she had not received a raise after the Town Meeting had approved her to receive one. We had been under the impression that she had received a raise.

We explained to Karen that we would need to meet with our Chairperson, Charles Clinton, to review and we would get back to her as quickly as possible.

The Board also approved the reinstatement of Thadeous Washington, Library circulation assistant at the grade of F6 Step 5, \$12.26/hr.

The meeting was adjourned at approximately 9:00 PM.