

**Lydia Taft Pratt Library
Board of Trustees
July 17, 2024
5:00 PM at the Lydia Taft Pratt Library**

Call to Order

The meeting was called to order by Chairperson Lyle Holiday at 5:01 PM. Attending the meeting were Jeanne Bristol, Linda Burns, Phyllis Emery and Dave Schottland.

Job Description Policy

The librarian needs to sign the town's employment policy, which is specific to the town (not the library itself). A copy of this will be kept by the town, and a copy will be kept by the Board of Trustees. The librarian will be notified that she needs to sign this policy.

The librarian's job description was then constructed and discussed. A further draft will be discussed by the Trustees at the next meeting.

At 6:06 the meeting adjourned.