

**ROCKWELL FALLS PUBLIC LIBRARY**  
**BOARD OF TRUSTEE**  
**SPECIAL Meeting Minutes**

MARCH 22, 2022

6:30 P.M.

- Call to order: S. Lansburg, President of the Board of Trustees called the meeting to order at 6:30 p.m.**
- Roll call: The secretary called the board: S. Lansburg, B. Ovitt, D. Rooks, L. Mulson, C. Keir Director of library, All present. Sara Dallas, Director of the Southern Adirondack Library System ( SALS), E. Freudenberger (SALS) attended the meeting virtually via “GoToMeeting”.**
- Members of the staff in attendance: P. Lewandowski, M. Allen.**
- Members of the community in attendance: A. Lund, L. Kenna, S. Kenna, E. McKernon, Bob.**
  
- Approval of minutes from last meeting: no minutes were approved.**
- AGENDA: DEFINING WARREN COUNTY CIVIL SERVICE TITLES IN LIBRARIES:** The Rockwell Falls Public Library is a school district library within the border of the Hadley-Luzerne Central School district serving a population of 6, 585 people. It is also chartered by the state of New York and it has a registration in NYS. The job title currently assigned for this library is library technician and that title needs to be upgraded according to the Warren Co. Civil Service Administrator, Trish Nenninger and the New York State Commissioner of Education regulation 90.8. A library technician is associated with a library with less than 5,000 people in population. In failing to meet the NYS standard according to the registration, the library could lose local, state and Federal funding.
- Sara Dallas delivered a comprehensive and detailed explanation of the two distinct titles this library is called upon to adopt: Library Manager and Library Director 1. Both titles are competitive ( an exam must be taken) and both are regulated by the total population of the district and NYS Education laws.

- Library Manager: this title applies to a library with a population of 5,000 to 7,499 people. The minimum education requirement is a Bachelor of Arts or Science degree.
- Library Director 1: this title applies to a library with a population of over 7,500. The minimum education requirement is a Master of Library Science and/or a Master of Library Information and certificate from the Department of Education.
- Both of these titles allow higher qualifications and the board would be prudent to honor those qualifications with salaries to reflect that.

Both of these titles require either the Manager or the Director 1 to be administrative, to supervise staff, to develop a budget and to otherwise be the head of the library.

At this point, Sara Dallas reiterated that the only point of this meeting was a formality to educate the board, the staff, the Director and the community of the changes in titles warranted by the Warren County Civil Service. The Board of Trustees must decide by a vote what title they wish to choose. President Lansburg said a vote will be taken at the next regularly scheduled Board of Trustee meeting occurring on April 19, 2022 at 6:30 p.m. in the library. These meetings are always open to the public and the public is encouraged to attend.

Ms. Dallas asked the community if there were any questions. Questions were asked and answered to the best of her knowledge. Ms. Dallas reiterated that this meeting was just about changing the title of the person in charge of the library.

At 7:30 p.m. S. Lansburg made a motion to close the meeting and it was seconded by D. Rooks.

Minutes submitted by: Loretta Mulson

Secretary, Rockwell Falls Public Library