

PLAISTOW PUBLIC LIBRARY  
SPECIAL MEETING OF BOARD OF TRUSTEES  
Monday, January 12, 2026

The Plaistow Public Library Board of Trustees held a special meeting at the Library on Monday, January 12, at 2:00 pm.

Present:                   Randall Mikkelsen, Chair  
                              Rosemarie Bayek, Treasurer  
                              Jennifer Kiarsis, Secretary  
                              Megan Lee, Trustee at Large  
                              Michelle Sykes, Trustee at Large  
                              Kathleen Slade, Alternate  
                              Mary Gori, Alternate

Others Present:        Jennifer Dawley, Assistant Director

The Board was advised of the hiring recommendation from the Search Committee. Motion to go forward with the hiring recommendation from the Search Committee was made by Jennifer Kiarsis; seconded by Rose Bayek. Motion carried: Ayes 5; Opposed 0; Abstentions 0.

Discussion followed regarding health benefit and retirement percentage information in order to formulate an accurate Offer Letter. The initial verbal offer will be communicated to the candidate as soon as possible. Chair indicated he would call this afternoon.

Motion was made by Jennifer Kiarsis to authorize the Chair to negotiate a preliminary initial offer to the candidate based on the Search Committee recommendation of \$88,000 per year salary, with benefits (PTO, Insurances (health, dental, std, ltd, etc.), retirement), and said negotiated offer to be set forth in a contract which will be finalized and approved by the Board of Trustees; seconded by Rose Bayek. Motion carried: Ayes 5; Opposed 0; Abstentions 0.

The Director Job Description, which will be attached to the contract, was revised by adding the following language under the heading "Staff and Human Services":

- *Comply with and implement the Employee Handbook of the Library to the extent that it is consistent with and does not conflict with the Director's contract.*
- *Comply with and implement the Handbook with respect to all staff under their supervision.*

Motion to amend the Director Job Description with the language stated above was made by Randy Mikkelsen; seconded by Michelle Sykes. Motion carried: Ayes 5; Opposed 0, Abstentions 0.

It was agreed by the Board that the candidate be invited to attend the February meeting of the Board if she accepted the job offer and signed the contract.

Meeting adjourned at 3:24 pm.

Respectfully submitted,

Jennifer Kiarsis  
Secretary

DRAFT