



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

Legislation Details (With Text)

File #: 23-1675 **Version:** 1 **Name:**

Type: Job Description **Status:** Passed

File created: 5/16/2023 **In control:** Town Council

On agenda: 6/28/2023 **Final action:** 6/28/2023

Title: MOTION to approve an updated Library Director Job Description as dated in the draft dated May 3, 2023.

Attachments: 1. 2023.03 Library Director.pdf

Date	Ver.	Action By	Action	Result
6/28/2023	1	Town Council	Approved and so declared	Pass
6/14/2023	1	Administration Committee	Recommended for Approval	Pass

JOB DESCRIPTION

Motion/Request:

MOTION to approve an updated Library Director Job Description as dated in the draft dated May 3, 2023.

Background:

The Library Director job description was outdated and the contents didn't best reflect the responsibilities of the role. The Director made suggestions that best reflect the work required.

Department Comment/Recommendation:

To approve the job description as revised

Human Resources Comment/Recommendation:

To approve the job description as revised

Financial Information:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Meeting Action Detail:

Administration Committee Meeting 06/14/2023

File #: [23-1675](#) Version: 1

Type: Job Description

Title:

MOTION to approve an updated Library Director Job Description as dated in the draft dated May 3, 2023

Mover: Ingalls

Seconder: McGrattan

Action: Recommend to Approve

Minute Note:

Moved by Councilor Andra Ingalls, seconded by Councilor McGrattan

Discussion: Library Director Jennifer Smith stated some additional duties were added to her position.

VOTE: 2 - 0 Approved and so declared

Action: Recommend to Approve