

Employment Contract

This is an agreement pursuant to Massachusetts General Law, Chapter 78, section 34 between the Board of Trustees of the Langley-Adams Library of Groveland, Massachusetts, hereinafter referred to as the "Library Trustees" and Darcy Lepore and hereinafter referred to as the "Library Director".

The parties hereto mutually agree to the following terms:

1. **DURATION:** This contract shall be effective July 1, 2022 and continue through June 30, 2023. With a positive performance evaluation per below, with option to renew for two additional years pending appropriation by the Groveland Annual Town Meeting.

Library Trustees and Library Director in conjunction will establish priorities together which, as already stated in meeting minutes, include detailed and timely monthly budget reporting and calculation of how we stand for State certification requirements, filing State reports before or on due dates. Both parties will plan to meet in December to conduct a performance evaluation and for salary budget planning and meet again at least 1 month prior to the Annual Town Meeting. One month's notice is requested for any change.

2. **SALARY:** The Library Director will work as a full-time employee, not less than 37 hours per week; with the understanding the position requires work on weekends, evenings, and attendance at meetings to represent the Library (including but not limited to any meetings for the annual budgeting process, Board of Selectman meeting, Town meetings) that may be outside of normal Library hours. The Library Director shall be paid an annual salary of sixty-eight thousand six hundred ninety-six dollars (\$68,696).
3. **BENEFITS AND PAID TIME OFF:** The Library Director will be eligible for all fringe benefits and paid time off provisions available to the Town's non-contractual employees as stated in the Town's Personnel Manual. Library Trustees recognize our obligation to professional development of the Library Director and as such agree that adequate opportunities to develop skills of a director shall be given and attendance at yearly training conferences may occur without loss of vacation or other leave. Library Trustees will consider requests for unpaid time off if so desired.
4. **DUTIES:** The Library Director shall perform duties as described in the written job description and as agreed with the Library Trustees.
5. **PERSONAL POLICIES AND EMPLOYEE OBLIGATIONS:** The Library Director shall support and uphold all Town policies and will be subject to and covered by the Town's personnel policies and bylaws.
6. **GENERAL PROVISIONS:** All terms of the agreement which happen to conflict with any constitution or statute in effect in the Commonwealth of Massachusetts or federal laws

are hereby amended to conform to such law. If any part of this contract is found to be invalid by a competent court of jurisdiction it shall not affect the rest of the contract.

This agreement embodies the entire understanding and agreement between the Library Trustees and the Library Director, and no inducement, promise, term, condition, or obligation is made or entered into by either party if not set forth herein or incorporated herein by reference.

7. **MODIFICATIONS:** All requests for modification must be answered within thirty (30) business days. Any modification shall be in writing and signed by both parties to this agreement. This agreement will remain in force and effect until a new agreement is executed by both parties.

IN WITNESS WHEREOF; both parties have dated and signed this agreement and a duplicate thereof this day June 8, 2022

Library Trustees:

Leonard Lee Thomas, Chair Leonard Lee Thomas

Kathleen Prunier, Vice Chair Kathleen M. Prunier

Laurel Puchalski, Secretary Laurel Puchalski

Mary Lou Costello, Treasurer Mary Lou Costello

Lindsey Aylward L Aylward

Jay Collins Jay Collins

Jan Dempsey Jan Dempsey

Robert Downey, ~~VICE~~ CHAIR Robert Downey

Nancy Hurley Nancy M Hurley

Library Director:

Darcy Lepore Darcy Lepore