

Westhampton Public Library Board of Trustees

April 19, 2018 - Periodicals Area

1 North Rd, Westhampton MA

In attendance: Maureen Dempsey, Brian Mulvehill, Lynn Cooper, Lynn Blair, Mikki Nevins,

1. Call to Order 7:01 p.m.
2. Minutes from last meeting- approved unanimously
3. Treasurer's Report:

Gift account \$24,206.45

Building Account: \$6,939.48.

Public Libraries Fund: \$0

State Aid: \$3,192.44

Deferred Town Monies: \$24,243.57

Total: \$58,581.94

Motion made to move \$150 from heating oil line to electricity line item.

Approved unanimously.

4. Director's Report - as written, discussion includes:

Hired Sara Smith is the new Youth Services Librarian. She will begin training with Hilary on April 17. Sara has been our intern since June of last year and is very excited to be able to continue her work here. Will come to next Trustee meeting.

On April 30, Lynn Blair will be going on Mass Appeal to talk about our technology programs.

May has a busy itinerary of events: trivia night, Strange New England Folklore, Writing and Researching Historical Fiction, Virtual Reality, Grown in Westhampton Plant Sale.

Lynn Blair will be beginning the Genealogy program funded by the Friends May 15.

C/WMars Updates:

Lynn Blair attended a webinar on April 10 and attended an in person class

Friday the 13th to learn about the new CWMars changes coming in the end of May.

She will soon work out a plan for re-training staff and volunteers so all are comfortable with the changes.

Internet/Connectivity Issues:

We've been having trouble with slow internet/wifi for a while. Bob Miller's computer class has been the most affected with upwards of 5-10 people with laptops trying to connect at once. Our internet is used to crashing when too many people are trying to access it.

Anne from CWMars came out for a site visit to discuss options. Our wireless when tested is good (and this is with no devices/computers connecting). What Anne believes is the issue is the bandwidth, not the software. In that case we have two options:

- We receive the free internet service through Comcast and the free accounts don't get the most bandwidth. We could see if Comcast could provide us with enhanced speed but will likely come at a monthly fee.
- CWMars does provide internet service (and if we do get our wifi and internet through them, they provide full tech support). CWMars would give us two wifi (one public for patrons and one password protected for staff). The cost for this would be added on to our annual assessment. Anne estimates it would be about \$750 more on our assessment if we decided to proceed. We can submit a ticket for a quote for a price. Lynn will look into it to get information.

Social Media Policy Updates:

Lynn Blair sent the policy to contacts at MBLC and MLS asking about legality/censorship. It was recommended to send it to our Selectboard. Will ask the Selectboard to give us feedback.

State Aid:

We received our second check for \$1,617.63 for a total of \$3,192.44 in State Aid this year.

- The Seed Wreath has been reinstalled on the wall of the stairway.

5. Friends Report -

- Working on Field of Dreams Concert
- Looking into Fall and/or Winter concerts

- Will be doing "Valley Gives Day"

Old Business

1. Caucus

- Celeste Whiting was nominated for Trustees
- Maureen spoke with Patty Cotton about ability to serve on two boards and was told it was ok as long as a disclosure was signed.

- 2. Security Discussion-** Maureen spoke with Chief White about staff/library security- suggested a the Library create a protocol with staff rather and Lynn will work something up.
- 3. Event to discuss how to become active in town government - Will discuss with Selectboard after town elections. Looking to create an information board of Westhampton elected positions.**

New Business

- 1. Hillary's Retirement- Cupcakes - Mikki, Decorations for cupcakes - Maureen, discussion on gift donations**
- 2. New Hire for Youth Service Librarian - Discussed above.**
- 3. Express Plumbing and Heating invoice**

Estimate for duct work & fitting - quote for \$1,450 - take from building fund (to fix a building mistake). Motion made to spend money. Passed unanimously.

- 4. Town Meeting - we will discuss at the May Trustees meeting.**

Adjourned 7:57 p.m.

Respectfully submitted,

Brian Mulvehill