

Westhampton Public Library Board of Trustees  
April 11, 2023, 6:00 P.M.  
Community Room – Westhampton Public Library

Present: Anne Marie O'Reilly, Deb Estelle, Angela Griefen, Meaghan Schwelm, Deb Smith (on Zoom)

Absent: Carol McMurrich, Caralyn Whipple

1. Call to order at 6:00 PM
2. Minutes from last meeting - Corrections to March 21st, 2023 minutes, approval deferred to May 9<sup>th</sup>. meeting.
3. Treasurer's Report: Library Gift Account has \$22,140.38; State Aid has \$3,877.25; Library Building Account has \$3,594.48; Deferred Town Monies has \$32,427.98.
4. Director's Report as written, and:
  - a. Circulation for March 2023 was 1,978, down from March 2022 which was 2,184, a difference of -206. The most likely explanation for this is that in March of 2022 the library had just reopened after being closed due to COVID. Ebook circulation has increased to 387, up from 368 in March of 2022. Meaghan will continue to track and report both figures.
  - b. Meaghan presented a sample policy addressing Public Programs that the library might offer. Discussion about the proposed policy and the need for this to be added to the Library Policy Manual. A suggestion was made to include A Statement of Concern Form. These proposals will be discussed at the next meeting after the Trustees have time to discuss and consider the proposed language.
5. Friends Report
  - a. Meaghan shared information regarding an online opportunity for community members to view a program titled "A Day In the Life of a Drag Queen". She was able to answer questions the Friends had regarding the details of the program and the online format ie. Suggested age of participants, chat feature will be disabled, participants will be muted, and the Q&A will be managed and moderated by the hosting library. This is a general information program that is accessed via a link that will be provided in the Library Newsletter and advertised as all other Library programs are. It is a program that will be presented at a time that our library will be closed.

- b. Mike Miller, a local author of historical fiction, will be giving a presentation at the library.
- c. Florence Savings Bank has reduced the annual contribution that the Friends receive but the Friends believe that they will be able to make up the difference and it should not affect any programming they support.

6. Old Business

- a. Town Caucus Follow up Anne Marie O'Reilly and Jackie Broeuder have submitted their names for election to the Library Trustees. We are still hoping to encourage additional interest.

7. New Business

- a. Warrant signing coverage for 4.20.2023. Since Anne Marie will be away Angela has agreed to sign the warrant.
- b. Garden Volunteer Recruitment continues to be a need and a strong core group needs to be reconstituted. Several suggestions were made including the development of a "guerrilla gardening" list. This would allow people to stop in and pick something off a list that they could complete on their own time. This would be in addition to scheduled volunteer days. If this need is not met the decision might need to be made to scale back on the organized gardens.

8. Any other new business:

- a. Discussion covered honorarium to local individuals presenting programming. Currently this amount is \$150, the trustees felt this was reasonable.
- b. It is time for Meaghans' annual review. Anne Marie will mail forms for feedback to all Trustees for their contributions to the review. At the next meeting this will be discussed and the review will be completed after that.

Adjourned: 6:47pm

Date of next meeting: 5/9/23