

Westhampton Public Library Board of Trustees  
Community Room Westhampton Public Library

February 9, 2022 6:00 P.M.

In attendance: Brian Mulvehill (taking minutes), Angela Griefen, Mikki Nevins, Anne Marie O'Reilly, Meaghan Schwelm.

Absent: Caralyn Whipple, Carol McMurrich

Agenda

1. Call to Order - 6:04 pm
2. Minutes from last meeting- approved unanimously
3. Treasurer's Report  
Account Balances:  
  
Library Building: \$3,594.48  
  
State Aid: \$2,829.76 (first of two State Aid payments totaling \$2,552.29 has been dispersed)  
  
Deferred Town Monies: \$44,169.24  
  
Gifts: \$22,656.46
4. Director's Report

Statistics for January 2021:

- 2 playgroups with Andy with 8 attending
- 1 story times with Emily with 2 attending
- 0 teen program with 0 attending
- 2 in-person adult programs with 8 attending; 1 virtual adult program with 8 attending
- 51.5 volunteer hours
- Circulations 2,052 Jan 2022 (1,476 Jan 2021)
- 113 in-person browsing hours  
Emily helping at WES Library  
Emily has been asked to help WES process their new diversity, equity and inclusion collection and to train staff on how to process books. Principal Bates has offered to either pay Emily or make a donation to the library in exchange. Trustees thought it best that Emily be paid rather than a donation. Meghan will coordinate.  
Professional Development Spending  
\$237.24 for 3-day webinar on How to Build Diverse Collections, 3 Tuesday afternoons in March

5. Friends Report

Continued discussion of “reimagining” annual appeal - exploring some different ideas and discussed Friends by-laws

6. Old Business

- a. Consider return to in-persons programs
  - The library will be going back to in-person programs during school vacation week
- b. Follow-up on budget meeting with Finance Committee
  - Trustee representatives felt the meeting was positive
- c. Library staff coverage policy
  - Considering creating a policy for having at least two staff members in library at all times - May be determined by funding for substitute librarian and/or recruiting more volunteers - will proceed with it as an unwritten policy until we have more information.
- d. Consider possible plans for donated funds from Ella Cleary’s Eagle Scout project
  - Discussed ideas but will revisit next month.
- e. Follow-up 5 year Strategic Plan
  - Create questions for surveys (general public, kids/students...)
  - Discuss organizing a Strategic Plan committee (community members)
  - Advertising for members - (social media, Bell Tower, COA, ...)

7. New Business

- a. Revisit plan for Lawn and Field Maintenance
  - Will follow up later this Spring with Steve Holt in regards to our previous discussions

8. Any other business to come before the meeting not anticipated at time of posting.

- Trustees Nevins and Mulvehill will not be running for reelection.
- Discussed putting information for caucus and nominees in library newsletter & on library social media

Adjourned: 7:21pm

Next Meeting - March 10th - 7pm