

Westhampton Public Library Board of Trustee

January 14, 2016; 7 p.m.

Judd Room Westhampton Library

1 North Rd Westhampton MA

In attendance: Maureen Dempsey, Mikki Nevins, Andrea Belanger, Aniko Giordano, Lynn Gingras, Carol McMurrich, Lynn Cooper.

Call to Order 7:12 PM

- 1. Welcome New Director**
- 2. Minutes-** Approved at 7:13 PM unanimously
- 3. Treasurer's Report-** Bottom line- 77,632.89. Will discuss in detail below.
- 4. Director's Report.** Discussion of Quicken/Quickbooks. Quicken no longer has tech support, so makes sense to move to Quickbooks. Gingras will investigate whether we could trial Quickbooks without committing. Do need to decide whether to do online or desktop-- suggestion that Gingras ask around for feedback about which is better.

Question about inter-state library loan-- shipping costs do rack up. Trustees suggest that perhaps there should be a budget line for "inter-library loan shipping fees". Suggest: put a question on the list-serve and see if other libraries are charging the patrons.

All Hampton's Read: perhaps we will hold off on scheduling another event because having those CDH employees will make the book talk more dynamic. We will wait to see if we do get donated copies of the book for CDH before purchasing.

Amendment to "Victoria" status: she is willing to stay on for Thursday nights, but would ultimately like someone to replace her. Dempsey suggests that Gingras can look at the schedule and see if another volunteer can replace her. Apparently Linda Parker's husband indicated interest.

Also should look into subbing: Nancy Hayes Clune has indicated interest. Would be perfect. We do need a sub line item in the budget.

Question about book/media donations: Andrea suggests that if it's something that you would pay to replace, you give it a dollar value, but if you are more flexible then just give it a 0 dollar value. Gingras should be responsible for determining what to keep, etc. Gingras suggests giving them a price-- so that we can identify them as donated items.

Also going forward Gingras would like to put in the actual price of items instead of going with the standard \$25.00.

Gingras will edit pricing to reflect processing fees.

Last item: anonymous donor has given new rug. To be viewed/accepted (or not) on Saturday.

Old Business

1. **Handicap opener for front door-** still is not working. Wade is trying to figure out how to do it that won't cost a lot. He had said if it wasn't exorbitant he would not charge for it.
2. **Solar credit update** – Aniko presents that she went to see Joe Boudreau on Tuesday. Had tried to contact Patty Cotton many times, who had been trying to contact the person at HCOGG who had taken Eric Weiss's place as head of renewable energy. Because he's gone it's hard to try to find out what's going on. Also called Eversource to find out when it was that the switch was thrown. December 31, 2012 was when the letter was sent, but the switch could have happened anytime after that. It was supposed to be the installer's responsibility not HCOGG. 7591.41 came to Westhampton. However, since Dec. 31, 2012 we should have gotten more. Patty is trying to track that down-- because there isn't a budget category for this the checks could have been lumped together with other things. Patty is trying to contact Jennifer Engelson who may be able to tell us if other checks came in. Aniko's son says a meter should be in the basement indicating how much TOTAL energy

has been generated since the switch was thrown. There is also a data-logger and a grand aggregator for the state-- it's hard to know who to pursue first. Aniko suggests we wait to hear from Patty as our first step. Dempsey suggests that preceding Cotton was Annemarie who told Dempsey she'd report immediately if any solar credit checks came in-- Dempsey suspects we have not had any other checks.

The town hired HCOGG to do it because it's a pain to try to sell credits yourself-- you need to know what to do with it. Dempsey thinks the ball got dropped.

Dempsey: Bottom line, it's the selectmen's responsibility. However we want to show the town how much money we've been saving them. The selectmen should know what's going on, they should be looking into it.

Joe Boudreau created a category in the books, so now if one comes in we have a place to put it.

Dempsey has the number she wants for 2015-- if we're really generating that much money from the library's solar panels we advocate for some of that money in our funding.

There is also a contract signed with HCOGG where they agree to do their job. It appears that they have NOT done their job- can we suggest that they have gone back on their word? Dempsey says she wants to go back to the fact that it's the selectmen's responsibility.

3. **Budget** - We all worked and put together a budget to submit to finance committee. Hard to come up with a figure when you don't know what they are going to appropriate. We have submitted a level funded budget, with lower payroll but also allows for raises for all employees.

See budget report for details of line items.

Note: Our CW Mars bills are discounted. Make certain to note this to finance committee.

Question about whether we use pesticides on our lawn? Would anyone like to take on that discussion? **Mikki offers.**

Trustees agree to reduce electricity budget to 1800 because of the solar panels.

Bottom line: 89,544. It is less than FY 2015.

We don't have anything down for Capital Expenses. Phil Dowling will have a look at the roof and heating system.

Are computers a capital expense, or equipment? For the town CP committee, over \$10,000 is considered a capital project.

Gingras will look into new computers and we will add a line item for equipment.

Motion to approve the draft budget for FY 2017 as presented for 89,544. Approved unanimously.

New Business

1. **Discussion of survey-** Gingras looked at the notes on the survey, wondered if we would proceed. Would like to make a few edits and will present it at the next meeting.
2. **Annual Report for Town Meeting** - Maureen will look at it and put something together and hand it in.

Any other business to come before the meeting-

-Andrea will follow up on the copier

-Dempsey has bought a roof rake

-Town personnel policy does not CORI check people- question of whether we CORI check people. Performers? Program presenters? Argue they are not having unsupervised contact with children. Gingras was CORId at Southwick, where they CORId everyone. Depends on the town.

SET DATE FOR NEXT MEETING:

CHANGE OF DATE: FEBRUARY 10th, WEDNESDAY will be our amended meeting date.

Adjourned at 8:34