

## Minutes of the Westhampton Public Library Board of Trustees

January 12, 2017, 7:00 p.m.

Judd Room: 1 North Rd, Westhampton MA

Present: Lynn Cooper, Brian Mulvehill, Maureen Dempsey, Mikki Nevins, Lynn Gingras Blair, Carol McMurrich, Andrea Belanger (arrived 7:21)

1. Call to Order 7:06 PM
2. Minutes: Accepted unanimously at 7:07.
3. Treasurer's Report: Deferred Town Monies: 50,810; Gift Account: 20,825; Library Building Account: 7,839; State Aid: 1,474.
4. Director's Report: As written, notes below:

Details for Family code night: will show kids/adults about writing code, games, etc. New Volunteers: Dan Parker and Angela Griefen (relatively new to town). Both interested in learning the desk. Angela will shadow Ellice on Saturdays.

Boiler: The man from Express estimates that it will be \$600-700 to fix the boiler and the thermostat.

Discussion ensues regarding increased maintenance costs. Question about whether we should pursue the possibility of using another company. Maureen will email Phil Dowling and Lyn Keating and find out how we began using Express and think about pursuing other options.

Question of Social Media: Perhaps make a statement on the FB page that says that we have the right to remove anything from the FB page that we deem to be potentially offensive. Also inset language that states that the library does not necessarily support the viewpoints of the comments that may be posted. Blair will investigate what other libraries do. McMurrich proposes, "Westhampton Public Library reserves the right to edit or remove comments that are deemed inappropriate, at the discretion of the WPL staff. Our Facebook page is updated and moderated daily, and any comments or topics not posted by WPL do not necessarily reflect the viewpoints of the WPL."

5. Friends Report- Sue O'Rourke is the new president. They are working on another Lounging for Literacy project.

### Old Business

1. Confirm "Poetry Cafe" for February: What time should the program be? Set a 7 pm start. Brian and Sarah are willing to put together a flyer and put it in the Gazette and the Bell Tower. Will invite some local poets: eg Patricia Lee Lewis. will advertise that local poets have been invited.

Brian: Coffee and Baked Good and filters

Carol: Bake and Tea

Lynn: Fruit

Maureen: Cider and Hot Chocolate

Trustees will arrive at 6-6:30 to help set up.

### New Business

1. Budget discussion: Nevins, Dempsey and Blair met to look at expenses for last year and budget what they thought would meet those expenses. Typical salary increase would be 2.5%- In the past Margie would communicate what the town was doing, and we would follow suit. Nevins notes that we have lowered some of the line items (eg electricity, oil, etc) but we have added a line item for substitute (\$250) and equipment (\$1500) for the purchase of the two new computers. Mulvehill suggests a 3% increase for salaries. Also adds that we are the only town department that makes money. Dempsey shares that we have brought in over \$15,000 in the past 16 months.

Motion made and seconded and accepted to raise salaries by 3%. Puts Blair at 40,119 and Hilary at 16,144 and Jared at 1820 annually. Budget for Salaries: 58,083.

Purchasing has to be 20% of town appropriated money. If it's too low you can lose certification. Major calculations ensue trying to arrive at the right number. 90,189 is the number we need in order to be certified. That sets 18,093 as our number for Purchasing.

Trustees move and second a proposed budget of 91,854 for FY 2017-18.

2. Tech support from town

Town itself has been doing improvements in town hall and work with Northeast IT. Cheryl asked what the needs of the library are - may need firewall protection. Gingras asked Dan Parker who is good with technology and so far the free things Gingras has put up are good. However because we are a public building and people use our computers and we don't know how they use them. Some places have systems that clear the computers after each log out. Could protect patrons and ourselves. Dempsey says it could possibly be part of the town budget. Gingras says even if we have to pay for it it would probably be a good idea. Gingras will talk to Cheryl about it and NE IT will be in touch at some point.

Any other business to come before the meeting

Cooper brought a flyer from Sunderland Public Library highlighting the activities. Interesting to look at.

Suggestion: Program something based on the Hamilton theme?

Next Meeting: 9th is out, because of the poetry cafe: will meet Thursday, February 16th at 7 pm.

Adjourn: Meeting Adjourned at 8:24 pm.