

Meeting of the Westhampton Board of Trustees

via Zoom Video Call

Thursday, January 7th 2021 at 7 pm.

Attendance: Meaghan Schwelm, Anne Marie O'Reilly, Lynn Cooper, Brian Mulvehill, Mikki Nevins, Carol McMurrich (recording minutes)

1. **Call to Order:** 7:06 pm

2. **Minutes from last meeting:** needs date to be added to the minutes. Moved to accept as corrected by Mulvehill; second by Nevins, unanimously accepted by roll call vote.

3. **Treasurer's Report:** Library Building Account: \$3594.48; State Aid is pending (currently at \$0) Deferred Town Monies \$55,653.70; Library Gift Account \$24,435.75

4. **Director's Report:** as written

5. **Friends Report:** held meeting Tuesday 1/5; the fundraising and quilt raffle has been very successful (more so than in previous years) - should bring in an extra \$3k for us.

6. Old Business

a. Vote to approve Amendment to By-Laws: postponed until next meeting when Celeste will be present.

7. New Business

a. Budget Proposal FY 2022: Review of Schwelm's proposed budget:

a. Maintenance line item has gone up (perhaps due to the different contractor for the furnace?)

- b. Spending more on processing supplies (we have been re-cataloguing children's collection).
- c. Jarrod will be at \$14.25 as per the state raise of the minimum wage. We have no control over this. \$2223.
- d. Meaghan suggests that Emily Wayne's pay is so low we should raise her up above 2.5 to maybe 3%. That would be 50 cents per hour, raising her to \$17 per hour (\$16,796 annually). Mulvehill asks Schwelm what would a more "normal" paycheck be: Schwelm finds another similar job which is \$17-19 per hour. So the 3% is at the lower end of average. Cooper reminds us that we have to budget Emily Wayne's pay as rate of pay/ billable hours.
- e. Director's salary: Would request 3%, only \$243 more than 2.5%. Last year we requested 3% but had to adjust it slightly down due to the fact that we had not put Emily's salary in as billable hours. Intended salary for FY 2021 was \$50,089; 3% is \$1503 more for a total of \$51,592.
- f. Total will be \$70,611 for salaries. Last year \$67,796 was our budget for salaries - so we will be asking for \$2815 more. Total is pushed up because of needing to raise Jarrod up more due to the state.
- g. Our totals are going to go up: 112,930 is a 6k increase: but not much to adjust. We need the adjustments for maintenance, we need to pay CW Mars... Schwelm will work on determining where we could cut if necessary. BUT create point: We have exceeded circulation compared to last year.

b. Staffing for outdoor browsing: Question from Emily Wayne re: working with Judy: fine to have one inside and one outside.

8. Any other business to come before the meeting not anticipated at time of posting: next meeting will discuss Cooper's evaluation

Date for the Next Meeting: 2/11/21

Adjourn meeting at 8:09 pm; moved by Mulvehill, seconded by Nevins. Roll call unanimously approved.