

Minutes of the Westhampton Public Library Board of Trustees
July 8, 2021 at 7 pm
Community Room, Westhampton Public Library
1 North Road, Westhampton MA 01027

In attendance: Carol McMurrich, Meaghan Schwelm, Angela Griefen, Caralyn Whipple, Mikki Nevins

Call to order: 7:00 PM

Minutes from the last meeting: approved

Treasurer's Report: Library Building Account has \$3,594.48; State Aid is at \$277.47; Deferred Town Monies is at \$110,428.30; Gift Account is at \$21,388.04.

Schwelm notes that both State Aid Awards had been disbursed as of April 21 and totaled \$4084.47. We received an e-rate on our CWMars membership so fee was lower than expected-came in at \$3807; so we have the remaining \$277.47 in our budget.

Directors Report: As written, and: Trustees agree with Schwelm's change to outdoor use policy: groups who have long-standing traditions of using the library yard do not need trustee approval for such use, Schwelm is granted permission to approve annual events. Trustees also discuss and agree with Schwelm's proposed changes to the Service Hours and Emergency Closing policies.

Notes that the selectboard has officially voted to require masking in town buildings and this serves as additional support for our policy/request for masking in the library. With this change smaller groups such as Scrabble will be asked to mask but Schwelm will not police these meetings.

Discussion of Emergency Connectivity Funds: hotspots have already been purchased through the MBLC program, so we have funds for a laptop. Issue is that if we got laptops for this purchase they would only be available for people who have no other home access to the internet and fall under the required "high need" category. Schwelm suggests instead that we purchase a public use laptop directly from our budget and if it is well-used we can purchase another one later on. These would be for use in the library.

Topic was raised and discussed about the benefits of adding a second part time position at some point.

Friends Report: there is no Friends report at this time

Old Business:

- a. Approval of the Minutes of the May 13th meeting: approved.
- b. update on shipping charges for landscaping edging: the town will not pay for this expense. Trustees agree that funds from the gift account will be used to cover this expense.
- c. Update on Capital Improvement Planning Committee – Micki will connect this month
- d. Finalize plan for Director's Evaluation: agreed that at the close of the September meeting trustss will meet without Schwelm to discuss

New Business:

Establish protocols for signing warrants: Nevins agreed to sign if O'Reilly is on vacation.

Any other business:

None

Adjourned: 8:05