

Westhampton Public Library Board of Trustees
June 13, 2023 6:00 P.M.
Community Room – Westhampton Public Library

Present: Anne Marie O'Reilly, Deb Estelle, Angela Griefen, Meaghan Schwelm, Caralyn Whipple, Jackie Brodeur, Deb Smith (on Zoom)

Absent: none

1. Call to order at 6:04PM
2. Minutes from last meeting – approved.
3. Welcome to new member Jackie Brodeur and introductions.
4. Treasurer's Report: Library Gift Account has \$20,471.39; State Aid has \$6,600.84; Library Building Account has \$3,594.48; Deferred Town Monies has \$14,180.33.
5. Director's Report as written, and:
 - a. A discussion was held about trends in circulation of materials and Meghan noted that generally circulation is within expected range of 1,600 – 2,000 items per month. As E-book circulation continues to increase, it was up to 401 last month, Meghan is going to check with the Friends to see if their Fill the Shelves donation can be utilized for ebooks.
 - b. Meaghan presented the existing policy on Social Media. In the discussion the Community Room and Outdoor Use policies were also discussed, and the Trustees agreed to review these policies before the next meeting. There will be consideration given to ensuring that the policies are consistent with one another. Other potential areas for consideration to these policies is to add language that deals with solicitation at programs and any liability issues that might arise.
 - c. Meghan let the Trustees know that the State has added reporting requirements on challenges to materials and programming.
 - d. The painting project of the Judd House: Meghan is going to check in on this and provide an update at the next Trustees Meeting.
6. Friends Report
 - a. The Friends did not have a meeting.

- b. Meghan noted that the Friends had recently purchased new cushions for the outdoor chairs and there is a great deal of program planning in the works
7. Old Business: Questions were raised about the possibility of continuing the movie night and Meghan said that there is money available for this to continue.
8. New Business:
- a. **Outdoor Lighting** – this is part of meeting the goal of improving the accessibility of the outdoor space. Two options for fixtures were presented and the Trustees opted to have the committee who is working on this project make the final decision between the two fixtures. The lighting will be installed with a timer and primarily be used to improve the safety of leaving evening events over the grassy yard.
 - b. **Board Reorganization:** Anne Marie O’Reilly will continue as Chair; Angela Griefen will serve as Co-Chair; Jackie Brodeur will serve as Treasurer and Deb Estelle will be the Secretary.
9. Any other new business:
- a. There will be a Fall Festival Planning Meeting on June 27th at 7pm.
 - b. Brief discussion as to whether the Library could sponsor a Candidate Forum before the next election. The initial response was that while it is important to have such an event it would be better if it was sponsored by the town and held at the Town Hall. There was agreement that such an event could be helpful in bringing people out to vote but the library needs to maintain a non- political posture.

Adjourned: 7:35pm

Date of next meeting: 7/ 11/23

Reminder: There Will Be No Trustee Meeting in August