

Westhampton Public Library Board of Trustee

March 10 , 2016 at 7 p.m.

Judd Room Westhampton Library

1 North Rd Westhampton MA

In attendance: Lynn Gingras, Aniko Giordano, Mikki Nevins, Lynn Cooper, Maureen Dempsey, Andrea Belanger, Carol McMurrich, Barbara Pelissier (friends)

- 1. Call to Order 7:03 PM**
- 2. Minutes** - accepted unanimously
- 3. Treasurer's Report** - Gift Account - \$18,652.59. Library Building Account- \$8,625.36. State Aid- \$0. Public Library Fund- 0. Deferred Town Monies is \$37,821.12. Grand total is \$65099.07.
(correction: State Aid Account- \$1478.26 for a Grand Total of \$66,577.33).
- 4. Director's Report**- as submitted by Gingras. Notes that Website went live today. Most notable comment Gingras has seen on survey is that Friday hours would be desired. There is a discussion about which day in May the Saturday hours end. Lynn Cooper fetches policy and reports that the it reads October 15-May 15.
- 5. Friends Report** - Pelissier reports that the newsletter went out and people have been responding generously. Keating fund is very popular- 1/3 of the envelopes that Pelissier has opened have contained money for this fund. It is up to \$12,000 from \$5,000 in August. Out-of-towners responded quickly and generously which speaks to the quality of our library. Pelissier suggests that perhaps the out-of-towners would like to be put on the WPL email list and plans to inquire about that.

Old Business

- 1. Copier** - confusion about Andrea Pichette's check- **Dempsey** will call Andrea to clear up confusion. Gingras reports that the personal check made out to her was returned to Pichette. As of last week Patty had not received

the re-written check. Pichette needs to make it out to the town, or Westhampton Public Library, to make this OK.

Belanger will send Art Belanger to talk to Gingras about the purchase of the copier.

2. **Survey** - as noted in director's report.

New Business

1. **Supply line item in budget-** We need to make a change in our budget. Our supply budget has been overspent, or close to overspent (\$0.06 remaining). We budgeted \$1200. Some of that is that Jared purchases things and doesn't always purchase them at the best cost-- perhaps if Gingras purchased them they could be more economically purchased. (Gingras communicated this to Jared) Also, the vacuum cleaner that we own broke. Jared purchased another vacuum without consulting. Dempsey suggests we attempt to repair the expensive and good vacuum that was purchased when the library. **McMurrich** offers to take the old vacuum to the Vac store in Hadley so we can assess if it is repairable.

Dempsey suggests that we pull extra money for supplies from Payroll since this year's budget was planned around Keating's salary and we will have surplus money in that account. Cooper moves to move \$300 from Payroll to Supplies. Seconded by Nevins, and approved unanimously.

We do have over \$1000 in our electric budget and over \$3000 in our oil budget. Could possibly move more money over to supplies. Suggestion to **Gingras** that she review our current library supplies and determine if there are any bigger items that we may need next fiscal year that could be spent out of this year's supplies budget so that we can be sure that our allotted budget for FY2017 will not be run over.

Dempsey suggests perhaps we might need a computer, and should think about purchasing one in the next few months.

Also **Dempsey** says she needs to follow up on the broken door.

Question about what the \$668 spent on “Building Improvement” line item could be for. We did not budget for this line item and we don’t know what it was spent on. **Gingras** will investigate.

2. **Town Meeting** - date is May 14th. Many people are not able to attend. Who can attend? Giordano will be present. We will brainstorm.

Any other business to come before the meeting

-Dempsey is suggesting that people’s terms are coming due. Aniko is up for review, and says she will not be returning because Finance is too much. Nevins is also up and plans to continue (Cooper will attend Caucus to nominate Nevins). Celeste Whiting is interested, we have not heard from anyone else who has interest.

We plan to put a sign IN the library to attract those who attend the library.

There will be an opening on the WPL Board of Trustees!

If you are interested in learning more about this 3 year commitment, please let Lynn know and a trustee will give you more information.

Deadline will be just before April 11, Town Caucus. That’s when they would have to be nominated.

Nevins will write a thank you note to Steve Holt.

McMurrich reports she will miss the June meeting and will bring it up again next month, proposing that we hold the June meeting on June 16 (not 9).

Next Meeting- April 14 at 7 PM.

Adjourn- 7:56 pm

