

Westhampton Public Library Board of Trustees  
March 21, 2023, 6:00 P.M.  
Community Room – Westhampton Public Library

Present: Anne Marie O'Reilly, Deb Estelle, Angela Griefen, Caralyn Whipple (on Zoom),  
Meaghan Schwelm  
Absent: Carol McMurrich

1. Call to order at 6:06 PM
2. Minutes from last meeting - Corrections to January 10, 2023 minutes approved unanimously by roll call. Minutes of February meeting approved unanimously by roll call.
3. Treasurer's Report: Library Gift Account has \$22,515.38; State Aid has \$3,977.25; Library Building Account has \$3,594.48; Deferred Town Monies has \$41,673.92.
4. Director's Report as written, and:
  - a. Circulation is down slightly from February, 2022. Ebook circulation has increased by a comparable amount. She will continue to track and report both figures.
  - b. Meaghan will pursue a professional development opportunity for a workshop designed for both library staff and trustees to be better prepared for facing challenges to library materials and programs. She will try to schedule the workshop for a Friday, when the library is closed. She will invite the other "All Hamptons" library. It was suggested that we pay for the \$300 cost of the workshop and ask visiting libraries to cover the presenter's mileage costs. Meaghan will provide more exact information as the plan develops.
  - c. Ashlynn, from Ashe Garden Design, has pruned small trees and shrubs in the library yard. Meaghan will use funds from the gift account to pay for another half day of cutting back and cleaning beds. Ashlynn will volunteer her services on our Volunteer Gardening Day to advise and support volunteers. Meaghan will work on scheduling.
5. Friends Report
  - a. The Friends have received a \$8,750 donation from the Solar Farm. They are dedicating these funds to making the back yard of the library more accessible.

Andrea Pichette will be meeting with a group of concerned residents to work on first steps in that project, including building railing and installing lighting.

- b. The Friends raised \$17,868 in their Annual Appeal. They have spent \$16,186, \$12,000+ of the amount on library programs.

6. Budget

- a. Meaghan and Anne Marie provided a brief synopsis of their meeting with the Finance Committee. The Finance Committee was generally supportive of our budget requests. They appreciated the information that Meaghan provided in support of our budget requests, especially the data about salaries for library positions in comparable neighboring towns. One Finance Committee member suggested that the cost of our “hot spot” could be paid from our Mandatory Purchasing line.

7. New Business

- a. Annual Report: Anne Marie shared this year’s Annual Report with the rest of the board. This is a task that the Board Chair completes on behalf of the trustees. She suggested that for the future we set aside some time in December to collect input from other board members.
- b. Town Caucus: Town caucus is April 10<sup>th</sup>. Anne Marie will seek reelection; Carol McMurrich will not. The board discussed possible ways to encourage community members to run for election. Meaghan will include a notice in her April Library Newsletter.

8. Any other new business:

- a. Anne Marie attended the Town Master Plan Meeting. She shared the handout of the Master Plan Draft that includes specific suggestions for ways in which the library could support the Master Plan.
- b. Meaghan shared information regarding an online opportunity for community members to view a program titled “A Day In the Life of a Drag Queen”. This is a general information program that is accessed via a link that will be provided in the Library Newsletter.

Adjourned: 6:52

Date of next meeting: 4/11/23