

Westhampton Public Library Board of Trustee

Thursday, May 12 , 2016 7 p.m.

Judd Room, Westhampton Library

1 North Rd Westhampton MA

Present: Maureen Dempsey, Lynn Cooper, Brian Mulvehill, Andrea Belanger,
Lynn Gingras, Carol McMurrich (secretary)

1. **Call to Order** at 7:04 PM
2. **Minutes** reviewed and accepted as read unanimously
3. **Treasurer's Report:** Gift Account has \$22,489.49; Library Building Account has 8,625.36. Public Libraries Fund is at 0. State Aid is at \$1,533.32. Deferred Town Monies is 23,045.32. Total is \$55,693.49.
(correction: State Aid Account- \$3011.58 for a Grand Total of \$57,171.75)
4. **Director's Report-** next Sunday will be the next gardening day. Jared did come in to help with the gardening and it's possible that we will go over his budget for his line item due to these extra hours. Jared generally works 3-5 hours per week so the hours do vary, it's more difficult to estimate his hours.

Motion made and seconded and unanimously voted to move money if necessary from the director's payroll line item to the custodian payroll line item.

Gingras is organizing adult "book bingo" which will have prizes sponsored by the Friends.

Gingras is still investigating the difficulties with the solar panels. Indeed we do need to renew our monitoring system so it could be because of that, or it could be something having to do with the internet connection. The cost to renew the monitoring system can't come from the maintenance budget. This line has \$563.29, which is not enough to cover the \$750 bill. Motion is made, seconded, and accepted to move the \$750 from the heating oil line item.

Discussion of term of Brian Mulvehill's trusteeship, conclusion is drawn that his term will expire 2017.

In terms of building maintenance: Cooper suggests looking at the bills to see who we have paid for maintenance. Dempsey suggests that the description of building maintenance was removed from the job description because that really overwhelmed Lyn Keating. Perhaps the Trustees should take this over? In any case, the Trustees should know things (such as how often to pump our septic system). Mulvehill points out that once we have "the list" of the things that need to be maintained and then we can take care of them. Mulvehill suggests perhaps we should have it pumped and ask the septic person how often he thinks we should have it pumped. It has obviously been at least 5 years. Perhaps in July we can talk about getting it pumped. ***Dempsey will call Cheryl*** and find out who the town uses and how often they do it.

5. Friends Report- no report this month.

Old Business

- 1. Gardening Day** - planned for this Sunday. Dempsey shares a story about a conversation with Tom that perhaps at some point we could create an "adopt a garden" where people take responsibility for a section. This would relieve some of the pressure from Tom.
- 2. Budget review with Director-** Gingras and Dempsey sat down and moved a few things around, Victoria Yoshen helped with a few things, but we still have a mysterious amount of negative numbers in our budget line. However- this is our last budget without the new software so it's not worth spending a lot of time trying to work out these weird quirks.

Review of the question of having \$25 come in for a lost book-- which then goes to the general fund. So we don't get that money, although it does go back into our budget the next year.

Also discussed the friends money does NOT have to be used in the fiscal year because it goes into the fiscal account.

Gingras asks about if she can purchase her new software by the end of the month- approved. She will purchase Quicken 2016.

New Business

1. **Town Meeting** Lynn Cooper will be in attendance and Lynn Gingras will be in attendance.
2. **6th month performance review and contract renewal for Director-** Dempsey and Gingras will get together in June for a review and then renew the contract. Cooper explains that for performance review is that the director would step aside for the Trustees to discuss and then each party will set goals. We will do this in our June meeting. Keating's were 3 year contracts with amendments each year for pay raises and any changes to benefits, etc.

Any other business to come before the meeting

Cooper would like to request money for replacing the plants in the pots because they weren't in the ground, they won't come back. Each plant was less than \$10. Cooper could ask the Friends, but they do a lot of things and it is so little money. We will take it out of maintenance.

McMurrich suggests moving June meeting to June 16 because she will be out of town on the 9th. Approved.

Cooper asks if we should send Giordano a thank-you note, *Cooper will ask Nevins to do that.*

Next Meeting will be on June 16, 2016 at 7 pm at Westhampton Public Library.

Adjourned at 7:48 PM.

