

Westhampton Public Library Board of Trustees

October 11, 2018, 7:00 p.m.

Judd Room, 1 North Rd, Westhampton MA

Present: Lynn Cooper, Lynn Blair, Mikki Nevins, Anne Marie O'Reilly, Brian Mulvehill, Carol McMurrich (taking minutes) **Absent:** Celeste Whiting

Call to Order: 7:02 PM

Minutes from last meeting: accepted unanimously

Visit - Tom Martin (did not happen- will try for next month)

Treasurer's Report: Gift account: \$22,925.12; Library Building Account: \$5489.48; State Aid: still 0; Deferred Town Monies \$65,042.03. Total \$93,456.63

Director's Report: As written, plus:

1. State Aid submitted, should be reviewed October/November and then we will know amount for 2019
2. New Splash Page for WPL website: unanimously accepted.
3. Social Media Policy: unanimously accepted
4. Snow cancellation policy: Previous policy seems cumbersome now that both Blair and Sara are 30 minute commute. Blair requests that she determine whether or not to close the library. Mulvehill requests that Blair err on the side of caution, and Blair agrees.
5. Strategic plan submitted last year, will work on update for the November meeting.
6. Security concerns: Lynn and Sara are interested in pursuing the possibility of a panic button. Will talk to the security company to see if they have any options.
7. Outside light: delay with the timer switch means that sometimes the light stays on all night. Neighbors are bothered, so Blair will discuss with Wade whether the timer system can be switched to make sure that all patrons/staff have a well-lit path to their car and the neighbors are not bothered.

Friends Report: Friends met earlier this month, Blair was not present. Friends are working on Fall Festival.

Old Business:

- Social Media Policy – discussed in director's report.
- Update on ice jams: Yankee Home Improvement had said they couldn't make any decisions until the roof leaked again.

New Business

- Analysis of Information re: staffing: follow up to conversation of last month, we will discuss in November. Goal will be to make our case: this is what we're growing and moving towards. Mulvehill requests that Blair investigate if she can determine how many Westhampton residents are patrons/ what our circulation is. Mulvehill asks Blair would she want to go to 40 hours, with appropriate compensation, or would she prefer to give the hours to another person.
Note: We are open 29 hours a week, for State Aid we are only required to be open 10 hours a week.

Other business to come before the meeting

- Western Mass. News is coming to the library as part of a feature of Great Western Massachusetts Towns.
- Currently will stick with the 7 pm meeting time as some trustees can't make an earlier time.
- Blair will only attend Friends' Meetings when she sees it would be relevant and should not feel obliged to attend all meetings.
- Mulvehill brings up whether or not Blair counts her Fall Festival Hours as work time: she currently does not, but is encouraged by the trustees to count that time towards her work hours so that she is compensated for the time she spends here.

Next Meeting: Thursday, November 8th at 7 pm.

Adjourn: 7:48 pm – motion unanimously accepted