

Meeting of the Westhampton Public Library Board of Trustees

Thursday, October 10, 2019
1 North Road, Westhampton MA

Present: Brian Mulvehill, Lynn Cooper (recording minutes), Anne Marie O'Reilly (typing minutes), Celeste Whiting, Meaghan Schwelm, absent: Mikki Nevins. Carol McMurrich

Called to order: 7:05 pm

Minutes from the last meeting: Minutes from the September meeting were unanimously accepted with a note to correct the following:

#5 - Director's Report

e. Amend minutes to retain the text, "Gentleman is concerned about his donated Shakespeare painting which is no longer on the wall" and replace the remainder to say, "The Trustees refer to the Library Gift Policy".

#8 - New Business

- d. Change "Whiting" to "Whiting Energy"
- g. Change "Lynn Kelley" to "Judy Kelley"

Treasurer's Report: Gift account \$21,851.70. Library Building Account is at \$3,594.48. State Aide is at \$0. Deferred town monies at \$78,913.33. Total comes to \$104,359.51.

Director's Report: As written. Discussed:

Circulation is up 6% in September. Meaghan shared statistics for September and upcoming fall programs.

The financial plan for State Aid has been submitted. We expect a small increase.

Strategic Plan: Meaghan will review the present plan and identify what she thinks needs to be modified or updated and discuss with the Trustees at a future meeting.

Gift Account: We need to review and clarify criteria for the use of the gift account.

Trustee Meeting Minutes: Trustees confirmed that all minutes need to be kept on the Library website.

Fall Festival: The Trustees confirmed that the library will be closed during the Fall Festival, except for the Community Room and bathrooms. It was reiterated that the festival is not a fundraiser for the Library and is never open on Sunday.

Friends Report:

The Friends are planning some upcoming events including the welcome party for our new Children's Librarian, Emily Wayne.

Old Business:

Furnace – Phil Dowling has recommended that we hire Mark Wandalowski to repair the furnace. Meaghan has been working to contact him, but has not heard back from him. She will ask Phil Dowling to try to contact him. The Trustees authorized Meaghan to use the Building Account to pay for repairs.

New Business:

Phil Dowling will come to our next meeting to talk about building maintenance needs that he has noticed.

Next meeting: Thursday, November 14, 7:00 p.m.

Motion to adjourn at 8:15 pm, accepted.