

Westhampton Public Library Board of Trustees

Date: 10.17.23

Time: 6:00pm

Community Room Westhampton Public Library

In-Person and Virtual Meeting

Present: Meaghan Schwelm, Anne Marie O'Reilly, Angela Griefen, Caralyn Whipple, Jackie Brodeur, Deb Estelle

Absent: Deb Smith

1. Call To Order 6:05pm
2. Minutes from Last meeting: Approved
3. Treasurer's Report:
Account Balances:
Building - 3,594.48
State Aid - 2,061.84
Deferred Town Monies - 92,918.46
Gifts - 19,304.45
4. Director's Report: Reviewed and Accepted as written. Discussion about Building Follow-up's on the need for a dehumidifier for the basement and Lighting Repair.
 - a. Two resources to address the moisture problem in the basement were considered Santa Fe and April Air Dehumidifiers. Since the space is relatively small it was discussed whether a similarly sized dehumidifier as the one currently in use could simply be relocated and replaced if the drain lines could be connected. The funding for this replacement could be drawn from the Deferred Town Money Budget line.
 - b. Lighting Update: The lights continue to flicker. Currently Phil Dowling is attempting to address the problem with Eversource since Earthlight was their contractor who performed the original work. Meaghan will contact Phil to ask for a status update. Anne Marie will contact Doug to inquire as well.
 - c. Phil Dowling finished the painting of the front and side of the building. This constitutes an In-kind donation of \$1,500.00 (\$1360 labor 16 hrs. @\$85 per hour and \$240.00 for materials).
 - d. Per the building inspectors report there are signs of Powder Post Beetles in some of the beams under the Judd House. This is an issue that needs to be investigated further to see if any remediation is needed. Meaghan will discuss with Wally Marek or Todd Alexander and ask for their opinion.
5. Friend's Report: Did not meet.
6. Old Business:
 - a. Update Roof/ Solar panels: Anne Marie and Meaghan attended a Select Board Meeting and both Wally Marek and Todd Alexander agreed that a proper repair to

the roof and solar panels is required. Stone Mountain Roofing presented a new estimate for a short-term repair that would “stabilize the problems” to get through the winter. This repair would involve removing some of the solar panels, to allow for a repair of the leaks and add some flashing. The new estimate for this work is \$3,500.00 and the Town agreed to fund this from ARPA funds.

After discussion Angela Griefen made a motion, which was seconded by Caralyn Whipple, and unanimously approved by the Trustees to “Accept the Stone Mountain Roofing estimate to stabilize the current roof and repair the solar array with the understanding that we are working toward a replacement of the affected roof and a repair or replacement of the solar system”.

- b. Review Community Room and Outdoor Use Policy:
Community Room Use Policy: deferred to next meeting.

Outdoor Use Policy: Application for use of the Library yards should be made with a 30 day or 1 month notice to allow time for Trustee review and approval of the request. Consideration of a “list of priority” to be created. Meaghan will ask Doug for information about what the Town Insurance covers and whether any sort of Insurance Binder or Liability Waiver would be a good idea to require.

7. New Business

- a. Consider recommended guidelines for Individuals Speaking at Public Meetings. Code of Conduct:
- b. Library Yard and Gardens/ Balancing maintenance of beds and lawn: Steve Holt is continuing to mow the lawn. Discussion about the idea of scaling down and simplifying the perennial beds. Consider hiring Ashe Garden Designs again next year to prune and mulch the beds. This was an \$800 per day investment but considered to be well worth the cost.

- 8. Any other Business to come before the Trustees, not anticipated at the time of posting of this agenda.

Meeting Adjourned: 7:37pm

Next Meeting: 11.14.23

Submitted By: Deb Estelle