

Westhampton Public Library Board of Trustees  
February 14, 2023, 6:00 P.M.  
Community Room - Westhampton Public Library

Present at meeting: Carol McMurrich, Anne Marie O'Reilly, Deb Estelle, Deb Smith, Caralyn Whipple, Angela Griefen, Meaghan Schwelm

1. Call to Order at 6:03 PM
2. Minutes from last meeting—changes to December 2022 minutes were approved unanimously; January 2023 meeting minutes need to be corrected so that State Aid reflects \$4177.25 and copy of the corrected minutes will be sent with these February minutes.
3. Treasurer's Report: Library Gifts account has \$22,515.38; State Aid has \$4177.25; Library Building Account has \$3594.48; Deferred Town Monies has \$51,241.13
4. Director's Report as written, and:
  - a. Programs going well with exceptions of the teen craft night, which was rescheduled because of snow and combined with adult, and had one attendee.
  - b. Circulation numbers are lower than last year, but perhaps last year was unusually high due to excitement of library being open. These circulation numbers also do not reflect e-books, which may account for some of this gap. Schwelm also mentions that she tells patrons who like online books that it is worth getting a free BPL card so you can use their library's online collection.
  - c. Made an edit to the budget: padded utilities line items due to recent higher costs, and adjusted mandatory purchasing. Pushes whole budget number to \$124,103.
  - d. Made a cart of name tag badges for regular volunteers and grand total would be \$70.44 plus shipping. Schwelm will order out of supplies line item.
  - e. Setback: local garden designer had approached Schwelm about a redesign of the side yard and pollinator plot—has found that costs for plants and materials will skyrocket and realizes that it's not feasible for her to come up with a plan/design and implement it for the \$1000 budget that we were offering. She has offered instead on a volunteer basis to offer advice about dividing plants; and would do pruning for \$400. We have not spent all of our landscaping line item this year so at least some of it could come from that.
    - i. Whipple suggests asking her what dollar amount she would need to do the redesign project. Schwelm says this project is not actually necessary, there are other ways we can control these areas.
      1. If we choose to do pruning, we need to do that in the next month.

- ii. McMurrich suggests it might be preferable to prune/maintain the beds that currently exist, and get the advice necessary to divide/move the existing plants before creating new gardens.
  - iii. We can back burner the idea for expanding the gardens but for now hire for pruning/ take Aislinn up on the offer of splitting advice.
- 5. Friends Report: Discussed upcoming programs and the Trybrary, which continues to grow. Added the laminator, the sewing machine, and a BlueRay/DVD player. May be featured in the Gazette (a reporter called).
  - a. Big news: The solar farm on Montague Road, as part of the agreement to being granted access, give back solar credit to the town. They are planning to give as much as \$10-17k to the Friends of the Library. Friends have to come up with an idea of how to spend that money – and first idea is making the backyard more accessible.
    - i. Question: is that a one-time gift, or is it something that may recur?
    - ii. Andrea Pichette has offered to gather and chair a committee to research making the backyard accessible
- 6. Old Business
  - a. Recommended change to “Trybrary” Policy: We have a circulation Policy and a lending agreement, and there is a discrepancy in the way that the release is worded in those two documents, and Schwelm suggests striking the language “by myself” from the agreement. Trustees vote unanimously to accept the change.
  - b. Homework Help Update: Program is going very well. Have had an even 1-1 ratio of teens to kids. Everyone seems to like it. In early March Schwelm thought that the Teens could come in and meet with Anne Marie and Deb to hear how the program is going, if they need support, etc.
- 7. New Business
  - a. Donation of artwork – by Phil Dowling, either to hang in the library or to raffle off. 3’ x 2.25 feet. Suggestion that it could be raffled at the Fall Festival.
  - b. Revisit masking in the library – feeling the pulse of other libraries. Schwelm would like to be able to remove her mask from time to time. Trustees are flexible to bend the policy if Schwelm prefers to, given that things are less strict in many places. Schwelm will discuss with staff and volunteers and also check with the board of health to see what language (optional, recommended etc.) Also don’t want to see anyone feel shamed for not wearing a mask.
- 8. Any other business to come before the meeting not anticipated at time of posting.
- 9. Adjourned 6:48 PM unanimously

10. Date for Next Meeting: 3/14/23

Submitted by Carol McMurrich, Secretary