

## Westhampton Public Library Board of Trustees

July 26, 2018 7:00 p.m. Judd Room

1 North Rd, Westhampton MA

In attendance: Carol McMurrich (taking minutes), Brian Mulvehill, Lynn Cooper, Celeste Whiting, Anne Marie O'Reilly, Mikki Nevins

1. Call to Order at 7:00 PM, with introductions of Celeste and Anne Marie (both new)
2. Minutes from last meeting: clarification regarding trustees being "on call" for after hours events, decision is made to put on the agenda for next month's meeting when Lynn Blair is in attendance. Also follows up on broken faucet: it is inaccessible. Minutes are accepted unanimously.
3. Treasurer's Report: Library Gift account has \$23,974.64; Library building account has \$5489.48; State Aid is at \$0 because it's the start of the FY; Deferred Town Monies has \$87,062.01. Total = \$116,526.13 (as of July 21, 2018)
4. Director's Report : Discussion about extra money returned to town: trustees wonder where it came from and why it wasn't spent.  
Also addressed issue of increasing staffing. Would want to pursue what kinds of resources other towns have, while keeping in mind our library is filling gaps for community members. We need to have well-formed answers when the minority of opposition speaks up at Town Meeting. Possibility also discussed of bringing Lynn Blair's hours up to 40/week to allow 5 more hours of work time when the library is not open. Regarding Hilary's coat rack, Nevins brings two samples of plaques. One is very, very heavy, though beautiful, and also expensive. Simpler plaque is \$65 and engraved, can be mounted and matted. Trustees agree that option B is perfect and entrust Nevins to order the plaque with wording as noted in the minutes from June.
5. Friends Report- none submitted.

### Old Business

1. Window in periodical section: trustees remain confident that due to the great height of the window library is secure even without repair.
2. Town Meeting - Reconvened - June 25<sup>th</sup>: Nevins reports that there is nothing notable, and no comments made regarding the library.
3. Social Media Policy: Mulvehill asked Phil after Town Meeting, but he was very vague and Mulvehill sensed they had not spent much time with it. Mulvehill will connect with Maureen Dempsey (new selectboard member) and try to get the select board to move on it. Whiting notes that there are some sections that need grammatical editing (typing glitch in posting section).

### **New Business**

1. Thank you to Maureen- Cooper has already written a thank you note.
2. Amendment to Lynn's contract: we needed to have the newly approved salary in writing. Mulvehill has document typed up, it was signed and sent up to Patty on the 21<sup>st</sup>.
3. Lynn's Annual Review: goals from the trustees, and goals from Lynn Blair. Between our two sets of goals we create the review. If she is setting goals for a two year contract, we could have a formal review every two years and having the mid-term check in be less formal, more of a check-in on the progress.

Any other business to come before the meeting

Cooper brings up the issue of the pollinator garden idea, map for the garden is missing (one Cynthia Lawton Singer had made up). So we don't have a list of plants. Cooper was clear that we don't have a budget to install a certified pollinator garden. This project is likely not going to move forward, and we won't discuss it unless the person proposing it comes forward again.

Mulvehill brings up that on Finance Committee they suggested that Tom Cleary have a separate email account and proposes a similar system for the library (e.g. [librarytrusteechair@gmail.com](mailto:librarytrusteechair@gmail.com)) and then all the Trustee emails will go through that account, and it will be easier to keep track of all the library emails. Will let Patti and Cheryl know. Reminder that Library Business does not get discussed over email.

Next Meeting: September 13, 7 pm.

Adjourn: 7:54 PM.