

May 13, 2014 Minutes  
Westboro Public Library Board Meeting/Annual Meeting

- 1) Meeting called to order at 6:05 PM by Vice-President Ed Schlosser.
- 2) Roll Call – Trustees present – Ed Schlosser, Lori Hanson, Shanna Berger and Nancy Wiitala. Library Director Candice Smith present. Guest Lori Dums also present.
- 3) Motion to approve order of Agenda made by Hanson, 2<sup>nd</sup> by Berger. Motion carried.
- 4) Motion to approve April 8 minutes as presented was made by Berger, 2<sup>nd</sup> by Hanson. Motion carried.
- 5) Motion to accept Treasurer’s report as given was made by Wiitala, 2<sup>nd</sup> by Hanson. Motion carried.
- 6) Motion to pay bills as submitted was made by Wiitala, 2<sup>nd</sup> by Berger. Motion carried.
- 7) Director’s Report: Circulation for April was 806 (up from March 755 and up from April ’13, at 794). Director Smith reported that the Star News had not printed the article regarding our upcoming program with author Janet Letnes Martin the week before but will be in this week. She also reported that it was the last week for art class and that there would be summer program 3 Tuesdays in June. She also reported that SilverCreek Sportsmans Club has donated \$500 to the library. She further reported that the library has received the Hearing Loop from a grant.
- 8) Hanson presented amended by-laws. Motion was made to table adoption of the amended by-laws until the next meeting to allow trustees to look at them more closely, by Berger, 2<sup>nd</sup> by Wiitala. Motion carried.
- 9) Motion to table Policy Development action until next meeting was made by Wiitala, 2<sup>nd</sup> by Hanson. Motion carried.
- 10) Report and discussion was held regarding upcoming meetings and trainings. A motion was made by Hanson, 2<sup>nd</sup> by Berger to allow Director Smith to attend the WIN program/meeting on May 20<sup>th</sup> in Ladysmith and to allow both Smith and library aid Filipiak to attend training meeting for the Hearing Loop. Motion carried.
- 11) Election of officers was held. Motion to nominate Nancy Wiitala as President was made by Schlosser, 2<sup>nd</sup> by Hanson. Motion carried. Motion to nominate Shanna Berger as Vice-President was made by Hanson, 2<sup>nd</sup> by Schlosser. Motion carried. Motion to nominate Lori Hanson as Secretary was made by Berger, 2<sup>nd</sup> by Wiitala. Motion carried.
- 12) Public Input. Discussion was held regarding web site and facebook page for the library.
- 13) Discussion was held regarding WVLS Trustee Essentials Chapter 1 (Trustee Job Description), with focus on #6 long range goals. Chapter 2 will be discussed at the next meeting.
- 14) The next regular meeting was set for Tuesday June 10, 2014 at 6:00 PM.
- 15) Motion to adjourn was made by Hanson, 2<sup>nd</sup> by Berger. Motion carried. Meeting adjourned at 7:18 PM

*Submitted by Secretary Nancy Wiitala*