

Westboro Public Library Board Meeting

December 9, 2014 - Minutes

- 1). Meeting called to order at 6:04pm by President Nancy Wiitala.
- 2). Roll Call – Trustees present – Nancy Wiitala, Lori Hanson, Lori Dums and Shanna Berger. Trustees Absent were Ed Schlosser. Library Director Candice Smith was present.
- 3). Motion to approve order of Agenda made by Hanson, 2nd by Berger. Motion carried.
- 4). Motion to approve the November meeting minutes made by Berger, 2nd by Dums. Motion carried.
- 5). Motion to accept Treasurer's report as given was made by Berger, 2nd by Hanson. Motion carried.
- 6). Motion to pay bills as submitted was made by Hanson, 2nd by Dums. Motion carried.
- 7). Director's Report: Circulation for November was 779, up from 739 in 2013. Director Smith reported on the AWE Early Literacy Station. She received the billing information and is placing the order on December 10, 2014. She also reported that the Plum Creek Grant meeting will be held December 28, 2014. Director Smith is going to develop a Westboro Library calendar to have available for patrons at the library and to be put on the Town of Westboro web site. This will keep patrons up to date on ongoing and upcoming events at the Westboro Library.
- 8). Discuss and act on Workshop. Motion was made by Wiitala to send Aaron Stibbe, library assistant to Libraries, Literacy, and Community Workshop on December 18, 2014, 2nd by Hanson. Motion carried.
- 9). Public Input.
 - Discussion on replacement for Ed Schlosser – Westboro town representative. Wiitala awaiting formal written resignation from Schlosser.
 - Rebecca Zuleger – town clerk joined the meeting at 6:40pm. She reported that a change to the mailboxes at the town hall should be made so they are not accessible to anyone. A brief discussion on splitting the cost in half between the Westboro Sanitary District and Westboro Library.
 - A short discussion on Christmas decorations for the library took place. Donations are welcome.

10). WVLS Trustee Essentials Chapter 8 – Developing the Library Budget, with focus on the goals and long range plans of the library budget decisions. Chapter 9 will be discussed at the next meeting.

11). The next regular meeting was set for January 13, 2015 @ 6:00pm.

12). Motion to adjourn was made by Berger, 2nd by Dums. Motion carried. Meeting adjourned at 6:54pm.

Submitted by Secretary Lori Hanson