Westboro Public Library Board Meeting

April 14, 2015 - Minutes

1). Meeting called to order at 6:04pm by President Nancy Wiitala.

2). Roll Call – Trustees present – Nancy Wiitala, Lori Hanson, Lori Dums. Library Director Candice Smith and Town Clerk Rebecca Zuleger were present.

3). Motion to approve order of Agenda made by Dums, 2nd by Wiitala. Motion carried.

4). Motion to approve the March meeting minutes made by Wiitala, 2nd by Dums. Motion carried.

5). Act on treasurer’s report: Discussion on entries made to the Library Budget. Town Clerk Rebecca Zuleger clarified entries made on the library budget. Motion was made to accept the Treasurer’s report by Wiitala, 2nd by Dums. Motion carried.

6). Motion to pay bills as submitted was made by Wiitala, 2nd by Hanson. Motion carried.

7). Director’s Report: Circulation for March 2015 was 858. Director Smith reported the cost per circulation was down. She also reported the summer program will be Tuesdays at 1:00pm and run 3-4 weeks.

8). Discuss and act on Workshops: No action taken, no upcoming workshops.

9). Discuss and Act on Budget. No Mead Witter Grant for upcoming year. Unsure of County funding. No action taken.

10). Discuss and act on Movie Screen. Discussion on purchase of movie screen for upcoming children’s matinees during the summer months. Director Smith checked pricing on Amazon. Tabled until June meeting.

11). Discuss and Act on Window dressing for basement windows. Add to town meeting agenda for May. Present ideas to the town board. Tabled until June.

12). Discuss and Act on Tip’n Roll Wet-Erase Markerboard signs. Discussion on purchasing a markerboard to advertise upcoming programs and other items related to library functions. Motion was made to allow Director Smith to purchase a Tip’n Roll Wet-Erase Markerboard @ up to $250 was made by Wiitala, 2nd by Dums. Motion carried.

13). Discuss Board Offices to be voted on in May. Brief discussion on nominations for the current library board positions took place.

14). Discuss Board Term that ends in May. Brief discussion on contacting the new town board members to see if any changes will be made to current town representative position. Currenty Laura Jacobson is Westboro Town Representative. Shanna Berger’s term will expire in May.

15). Public Input. Brief discussion on possible programs to be held at the library. Programs, Music, Paint Night. Possible dates. Brief discussion on Listening Session and library survey. Hanson will take on the task of preparing the upcoming survey to be sent out to town residents. Dums volunteered to do a Christmas decorating program in December.

16). WVLS Trustee Essentials Chapter 11 – Planning for the Libraries Future discussed. Chapter 12 will be discussed at the next meeting.

17). The next regular meeting was set for May 12, 2015 @ 6:00pm.

18). Motion to adjourn was made by Hanson, 2nd by Dums. Motion carried. Meeting adjourned at 7:32pm.

*Submitted by Secretary Lori Hanson*