Westboro Public Library Board Meeting

May 12, 2015 - Minutes

1). Meeting called to order at 6:07pm by President Nancy Wiitala.

2). Roll Call – Trustees present – Nancy Wiitala, Lori Hanson, Lori Dums. Library Director Candice Smith. Absent – Laura Jacobson.

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

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

5). Act on treasurer’s report: Motion was made to accept the Treasurer’s report by Hanson, 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 April 2015 was 836. Up from April 2014. Director Smith reported the Art program ends the week of May 18th and the Summer program will begin for 3 weeks. She also reported that Mr. Woller will be back with a program this summer. Director Smith reported on the window dressings for the downstairs community center. She suggested that we go with a foam board cut to the size of the window. The board approved the funds for the director to purchase what is needed for the window dressings. Director reported that the purchase of the marker board was a great addition for advertising the library hours and programs. Director also noted that the Drop Box for return books/items should be turned to prevent damage to items. Most recently there were damages to books that were borrowed from another library.

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

9). Discuss and Act on Music Programs: Brief discussion on booking one of the music programs discussed. Possible dates could be the 2nd/3rd week of August. Fee is $600 to include 2.5 – 3 hour setup.

10). Discuss and act on Summer Hours: No change to current hours.

11). Discuss and Act on Fundraisers: Wiitala presented a check from the Silver Creek Sportsman Club for $2500. Director Smith reported that Jill from Medford would be willing to lead a paint night. Suggestions were made to approach Wineries for wine donations. Possible date in June for trial paint program. Paint/Music/Lunch. Purchase tickets in advance. Possibly have the Music program; discussed previously, with another paint fundraiser in August. Wild Westboro Day was discussed. Hanson suggested selling Ice cream and Popcorn and also volunteered to pick up what is needed.

12). Annual election of Library Board Officers: Wiitala opened the floor for nominations for the library board officer positions. Dums was nominated for Vice President, Hanson was nominated for Secretary (no change), and Wiitala was nominated for President (no change). Jacobson will remain Westboro Town Representative (no change). 1 position on the board remains open. Wiitala to contact possible interested parties.

15). Public Input. No public input.

16). WVLS Trustee Essentials Chapter 12 – Library Standards was briefly discussed. Chapter 13 – Library Advocacy will be discussed at the next meeting.

17). The next regular meeting was set for June 16, 2015 @ 6:00pm.

18). Motion to adjourn was made by Dums, 2nd by Hanson. Motion carried. Meeting adjourned at 7:26pm.

*Submitted by Secretary Lori Hanson*