Westboro Public Library Board Meeting

August, 2015 - Minutes

1). Meeting called to order at 6:05pm by President Nancy Wiitala.

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

3). Motion to approve order of Agenda made by Hanson, 2nd by Jacobson. Motion carried.

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

5). Act on treasurer’s report: Motion was made to accept the Treasurer’s report by Dums, 2nd by Jacobson. Motion carried.

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

7). Director’s Report: Circulation for July 2015 was 793. Director Smith reported the summer program is going well. Mr. Woller science program went well. She reported that the library has been busy with children and people using the computers. Brief discussion on ideas for events in October:

* Family Night – ideas for movie night/games.
* Magician will be contracted.

She also reported Library Assistant Aaron, is looking into a Mindcraft program – Arts/Science program. She reported that the article was in the Star News for the upcoming music program on August 22.

8). Discuss and act on Workshops: No action taken, no upcoming workshops. Director Smith reported 1 upcoming workshop for September.

9). Discuss and Act on information concerning Art and Cork night. Director reported a Temporary Class B wine license will be needed. Joyce Peterson – Town Clerk - will check on insurance for the event. Also a licensed bartender would be needed. Discussion on the possibility of Library Assistant Aaron taking the online class to obtain a bartenders license for the event. September time frame is still planned for this program. Flyers and article will be posted. A motion to approve allowing Aaron to take the online class to obtain a bartenders license at the cost of $14.00 was made by Jacobson, 2nd by Hanson. Motion carried.

10). Discuss and Act on Licenses for Art and Cork night. A motion was made to purchase Temporary wine license and for Aaron to attend classes was made by Wiitala, 2nd by Jacobson. Motion carried.

11). Discuss and act on further preparation for August 22, 2015 Program. Director reported Library Assistant Aaron would be assisting with setup. It is preferred that 2 people help at approximately 9am. Refreshments – Cookies and Lemonade. Wiitala to provide cookies and cups. Dums and Jacobson to provide the lemonade. No photographs or videos are allowed. Aaron does have permission to take some photos.

12). Report on Wild, Wild Westboro Day. $108.50 was raised from the sale of ice cream, popcorn, soda and water. Wiitala reported that the day went well. A donation of $500.00 was given to the Westboro Public Library on behalf of the Wild, Wild Westboro Day members.

13). Public Input. Wiitala mentioned the possibility of a Cake decorating class for kids sometime during the winter months.

14). WVLS Trustee Essentials Chapter 15 – The Library Board and the Public Records Law. A brief discussion took place on what records are considered public records. Chapter 16 – Ethics and Conflict of Interest Laws Applying to Trustees will be discussed at the next meeting.

15). The next regular meeting was set for September 8, 2015 @ 6:00pm.

16). Motion to adjourn was made by Hanson, 2nd by Dums. Motion carried. Meeting adjourned at 7:20pm.

*Submitted by Secretary Lori Hanson*