Westboro Public Library Board Meeting

June 16, 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, Laura Jacobson. Library Director Candice Smith.

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

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

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

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

7). Director’s Report: Circulation for May 2015 was 683. Up from 646 May 2014. Director Smith reported the Fire Inspection took place. She also talked about Fundraisers. Possible Art/Wine Fundraiser in Fall 2015. Also mentioned was a Food Sale – Butter Braid – Braided Pastry. The Summer program will run Tuesdays in July at 1:00pm to avoid conflict summer school. Mr. Woller to visit July 21st. She also mentioned children’s movies to be shown on Wednesday’s possibly starting the end fo June. She is working on window coverings. Director provided handouts for Trustee Training Week available in August 2015.

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

9). Discuss and Act on Reconciliation of Wages: Brief discussion on wage differences paid to Library Assistant. Motion to accept the reconciliation of wages as paid was made by Wiitala, 2nd by Jacobson. Motion carried.

10). Public Input. Brief discussion on Library Assistant looking into programs via Barnes and Nobels for kids. Wild, Wild Westboro Day – July 25th – possible hours are 11am – 5pm to sell Ice Cream, Popcorn, Soda, Water. Trustees to volunteer time to be available to help with selling. Wiitala also reported she is following up on possible candidates for the open trustee position on the Library board. Music program to possibly take place the 2nd or 3rd week in August.

16). WVLS Trustee Essentials Chapter 13 – Library Advocacy was briefly discussed. Wiitala provided the 2014 System Membership Information and Library Statistics to the trustees. A brief discussion took place regarding the annual report information. Chapter 14 – The Library Law and the Open Meetings Law will be discussed at the next meeting.

17). The next regular meeting was set for July 14, 2015 @ 6:00pm.

18). Motion to adjourn was made by Dums, 2nd by Jacobson. Motion carried. Meeting adjourned at 7:05pm.

*Submitted by Secretary Lori Hanson*