

West Bridgewater Trustee Meeting

Library Board of Trustees Meeting

September 16, 2020

Meeting in West Bridgewater Library: Maker Space Area

All reports presented in person by Ellen Snoeyenbos

West Bridgewater Public Library (WBPL) attendance:

Ellen Snoeyenbos, WBPL Director

Laura Williams, WBPL Assistant Director

Trustees in attendance:

David Church

Scott Ames

Marian Goode

Deborah Lancaster

Kristine Roberts

Trustee David Church calls to order the meeting:

- At 4:02pm

Review of the Meeting Minutes

- David makes motion to accept the minutes
 - Marian seconded the motion
 - All Trustees Accept the minutes as written

Financial Report presented by Ellen:

Covid-19 Expenses

- Cares Act will help us with Covid-19 purchases
 - I.e. 10 Gorilla Carts
- Beth is submitting these purchases to Town Hall for the WBPL to be reimbursed
- David asked for Questions and Comments on Financial Report
 - None given by trustees

Circulation Report presented by Ellen:

- David asked for questions or comments
 - None given by trustees

Director's Report presented by Ellen:

- Overview of what the WBPL has been up to since last trustees meeting, 7/9/2020
- David asks for any questions or comments
 - None given by trustees

Children's Report presented by Ellen

- David asks for any questions or comments
 - None given by trustees

David asked for motion to accept all of the reports

- Deborah seconded the motion
 - Trustees voted unanimously to accept all reports

Unfinished Business:

- Topics have been discussed throughout presentation of agenda and reports

New Business:

- Potential raise for Laura Williams, a 2% raise, as she did not receive a raise at the beginning of the fiscal year
 - Motion to make 2% salary increase for Laura made by Deborah
 - Motion seconded by David
 - Unanimous vote to increase the salary 2% for Laura Williams
 - 2% salary increase to begin on October 1, 2020
- Plans for gradual reopening
 - Forecasted change to current schedule will for the WBPL to be open on Tuesday nights, this is uncertain as of right now, but a possibility for the future
 - Programming as much as we can outside
- **Signing of the warrants:**
 - Scott is current signer of the warrants
 - David offered to be signer starting the week of September 27, 2020
 - Scott made motion for David to be the signer
 - Kristine seconded motion
 - All trustees were in favor
 - Scott Ames will end his time as signer of the warrants the week of 9/20/2020.
 - David Church will take over as the signer of the warrants beginning the week of 9/27/2020
- David asked for any questions or comments

- Comment made by Marian: Marian will be available by phone in Florida for meeting

- Next Meeting scheduled for: Wednesday, October 14, 4pm
 - David makes motion to adjourn at 4:47pm
 - Kristine seconds the motion
 - Trustees voted unanimously to adjourn the meeting

Notes taken by: Laura Williams 9/16/2020, with approval of Marian Goode