

# West Bridgewater Trustee Meeting

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Library Board of Trustees Meeting

October 14, 2020

Meeting in West Bridgewater Library: Meeting Room

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

Christine Altieri

Kristine Roberts

Trustee David Church calls to order the meeting:

- At 4:58pm

Review of the Meeting Minutes

- Kristine makes motion to accept the minutes
  - David seconds motion
    - All Trustees Accept the minutes as written

Review of the Financial Report as presented by Ellen

- Review of the Financial Report Memo as prepared by Beth Awalt
- Review of Utility costs
- Review of COVID-19 Expenses
- Review of Revolving Account
  - No Questions or comments of Financial Report by Trustees

Circulation Report presented by Ellen:

- Curbside Transactions Reviewed
- Hoopla and Overdrive Statistics continue to go up
- All Circulation Statistics Reviewed
  - No Questions or comments of Circulation Report by Trustees

Director's Report presented by Ellen:

- Volunteers are now greeters during the weekdays at the WBPL
  - Scott Ames made motion to buy volunteers lunch once a week
    - Motion seconded by David Church
      - Trustees unanimously approve motion to buy two volunteers lunch once a week
  - No questions or comments of Director's Report by Trustees

Children's Report presented by Ellen

- No questions or comments of Children's Report by Trustees

David asked for motion to accept all of the reports

- Scott seconded motion
  - Trustees voted unanimously to accept all reports
- New Business:
  - Would like to increase to allow 15 people in as opposed to the 10 people we allow currently (with approval of Board of Health)
    - David makes motion to increase capacity from 10 to 15 (with the approval of Board of Health)
      - Scott seconded motion to approve
        - All Trustees approve
- Next Meeting scheduled for: Wednesday, November 18, 5pm
  - David makes motion to adjourn at 5:37pm
    - Christine seconded the motion
      - Trustees voted unanimously to adjourn the meeting

Notes taken by: Laura Williams 10/14/2020

