

West Bridgewater Trustee Meeting Minutes

Library Board of Trustees Meeting

February 10, 2021

Meeting held on Zoom

All reports presented on Zoom by Ellen Snoeyenbos

West Bridgewater Public Library (WBPL) attendance:

Ellen Snoeyenbos, WBPL Director

Laura Williams, WBPL Assistant Director

Trustees in attendance:

Marian Goode

David Church

Scott Ames

Christine Altieri

Kristine Roberts

Trustee David Church calls to order the meeting:

- At 5:15pm

Review of the Meeting Minutes:

- David makes motion to accept the minutes from Jan. 13, 21 as written and presented
 - Scott seconds motions
 - All Trustees unanimously accept the minutes from the previous meeting

Review of the Financial Report as presented by Ellen

- Review of Utility costs, we are saving on utilities
 - We received our first check from state aid, it was \$1,000 more than expected
 - Passports are still bringing in money
 - No Questions or comments of Financial Report by Trustees

Circulation Report presented by Ellen:

- Circulation is doing really well, 500 curbside transactions this past month
 - No Questions or comments of Circulation Report by Trustees

Director's Report presented by Ellen:

- All topics discussed in detail

- Chris Altieri commented that prior to the annual town meeting, a pre-meeting should take place between Trustees and Town Hall to make sure everyone is on the same page & no last minute changes have been made

Assistant Director's Report presented by Laura:

- All topics discussed in detail
 - Question if we should have a line for promotion/marketing by [Chris Altieri](#)
 - Ellen & Laura thinks that is a good idea and is important
 - Something we should add to our budget for next year

Children's Report presented by Ellen

- All topics discussed in detail
 - No questions or comments of Children's Report by Trustees

David asked for motion to accept all of the reports

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

Annual Report

- David and Ellen signed the annual report for the town
 - Ellen shared the annual report on the screen

Old Business: Nomination Papers

- David Church brought his nomination papers today to Town Hall
- Deborah's papers are also in
- Both David and Deborah's names will be on the ballot for voting

New Business:

- Ellen set her retirement date for Saturday, November 6, 2021

Upcoming meeting:

- Next Meeting scheduled for: Wednesday, March 10th via Zoom at 5pm

Adjournment of meeting:

- David makes motion to adjourn the meeting at 5:54 pm
 - Chris seconded the motion
 - Trustees voted unanimously to adjourn the meeting

Notes taken by: Laura Williams 2/10/2021

