

West Bridgewater Trustee Meeting Minutes

Library Board of Trustees Meeting

January 26, 2022

Meeting held in person at the WBPL

West Bridgewater Public Library (WBPL) attendance:

Laura Williams, WBPL Director

Melanie Terrill, WBPL Assistant Director

Trustees in attendance:

David Church

Kristine Roberts

Deborah Lancaster

Scott Ames

Christine Altieri

Christopher Lawrence

Trustee David Lancaster calls to order the meeting:

- At 5:35 pm

Review of the Meeting Minutes:

- David makes motion to accept the minutes as written and presented
 - Christine seconds motions
 - All Trustees unanimously accept the minutes from the previous meeting

Review of the Financial Report:

- Review of entire report, we are within our budget
 - No questions by Trustees

Circulation Report:

- Circulation Report discussed
 - No questions by Trustees

Director's Report:

- All topics from the Director's Report discussed -
 - Library Safety
 - Assistant Director
 - Adult Programming

- Budget
 - No questions by Trustees

Children's Report

- All topics discussed in detail
 - There are many programs in place for children at the WBPL
 - No questions or comments of Children's Report by Trustees

Deborah asked for motion to accept all of the reports

- David, Deborah, unanimously approved
 - Trustees voted unanimously to accept all reports

Old Business/ New Business:

- Holiday schedule David - Kristine - unanimously approved
- Monday hours change from 10am-5pm, to 10:30am-5:30pm to allow for staff meetings on Monday mornings. Deborah motioned to approve, Kristine seconded the motion.
 - The board unanimously approved.
- Budget -
 - 2% budget increase across the board
 - \$ to janitorial budget line because PPE, toilet paper and cleaning supplies are currently taken from Office Supplies budget line. David motioned to approve, Kristine seconded.
 - unanimously voted

David going on vacation in 1-2 months - he will remain a trustee but resign from chairmanship. Deborah willing to volunteer to take over chairmanship

David makes motion to adjourn meeting at 6:35 pm

- Deborah seconds motion
 - Meeting adjourned