

West Bridgewater Trustee Meeting Minutes

Library Board of Trustees Meeting

December 22, 2022

Meeting held in person at the WBPL

West Bridgewater Public Library (WBPL) attendance:

Laura Williams, WBPL Director

Trustees in attendance:

David Church

Kristine Roberts

Deborah Lancaster

Scott Ames

Christine Altieri

Christopher Lawrence

Calls to order the meeting:

- At 5:06 pm

Review of the Meeting Minutes:

- Deborah makes motion to accept the minutes as written and presented
 - Kristine 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
 - Discussion about door counter purchase considered for more accurate patron counts
No questions by Trustees

Director's Report:

- All topics from the Director's Report discussed -
 - After thorough Assistant Director search and interview process, Melanie Terrill will be offered the position of new Assistant Director
 - No questions by Trustees

Children's Report

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

David asked for all motions to be accepted by Trustees

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

Old Business/ New Business:

- Deborah motioned for David Church to be reinstated back as signatory
 - Kristine seconded motion
 - Motion unanimously accepted
- Met with David Gagne to discuss the inclement weather policy. He would like Laura to text him any changes in Library scheduling due to inclement weather. Trustees unanimously stated and agreed that it is Laura's ultimate decision as to why and when closures will occur.
- Dress code was discussed. Trustees and Laura emphasized that jeans, t-shirts and sneakers **MUST** be included in any dress code related to library operations.
 - Laura and Linda Torres will discuss this in the future.
- Property maintenance will be used to fund future building maintenance in the spring.
- WBPL Staff will be focusing on re-certification for passport issuance

David makes motion to adjourn meeting at 7:01 pm

- Deborah seconds motion
 - Meeting adjourned