

West Bridgewater Public Library Board of Trustees

Meeting Minutes

Nov 30, 2022

I. Meeting Details

Wednesday, November 30, 2022 5:30 PM
West Bridgewater Public Library
80 Howard St. West Bridgewater, MA

Attendance:

- Trustees: Deborah Lancaster - Chairperson, Scott Ames - Vice Chairperson, Christopher Lawrence - Member, and Christine Roberts - Member. David Church - Member, present over conference call.
- West Bridgewater Public Library Staff: Melanie Terrill - Library Director and Rebecca Waitt - Assistant Director.
- Members of The Public: Kelly Kaprelian

II. Call to Order: The meeting was called to order at 5:35 by Chairperson Deborah Lancaster.

III. Review of Previous Meeting Minutes:

- Discussion in regard to modifying attendance of previous minutes to include Rebecca Waitt - Assistant Director, as present at the previous meeting.
- A motion is made by Chairperson Deborah Lancaster to accept the minutes from October 26th, 2022 with attendance corrections.
 - Scott Ames seconds the motion.
 - All trustees unanimously accept the corrected minutes from the previous meeting.

IV. Review of Monthly Reports, as presented by Melanie Terrill - Library Director:

- Financial Report
 - Review of entire report
 - Deborah Lancaster asks if there are any questions
 - No questions from Trustees
- Circulation Report
 - Review of entire report with discussion on changes in circulation numbers
 - Melanie Terrill asks if there are any questions
 - No questions from Trustees
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- Children and Youth Services Report
 - Review of report from Nanette Ryan - Head of Youth Services
 - Deborah Lancaster asks if there were any questions
 - No questions from Trustees

- Library Director's Report
 - Review of entire report and discussion of topics contained therein
 - Further discussion in regards to replacement of computers in the library, including questions regarding the cost and the need for updated equipment. Three computers stopped working, and four new computers will be ordered through SAILS to replace and update old computers on the circulation desk.
 - Deborah Lancaster asks if there are any further questions
 - No questions from Trustees
- Motion to Accept all Reports as Presented
 - Deborah Lancaster asks for a motion to accept all reports as presented
 - Scot Amest makes the motion to accept all reports as presented
 - Christine Roberts seconds the motion
 - Trustees vote unanimously to accept all reports

V. Old Business/New Business:

- December 8th program: "Winter Wonderland Open House," which will be held at the library the following Thursday from 5PM to 7PM, after normal business hours.
- Kelly Kaprelian's ratification as trustee: The following Wednesday, December 7th, at the board of selectmen meeting at West Bridgewater town hall at 6PM.

VI. Public Comments

- No questions or comments from the public

VII. Adjournment

- Deborah Lancaster makes a motion to adjourn meeting at 6:05 PM
 - Scott Ames seconds the motion
 - Trustees vote unanimously to to adjourn the meeting
 - Meeting adjourned at 6:05

Next Trustees Meeting: Wednesday, December 28th at 5:30 PM