

West Bridgewater Public Library Board of Trustees

Meeting Minutes

November 1, 2023

I. Meeting Details

Wednesday, November 1, 2023 6:30 PM

West Bridgewater Public Library

80 Howard St. West Bridgewater, MA

Attendance:

- Trustees: Scott Ames - Chairperson, Kelly Kaprelian - Member, Deborah Lancaster - Member, and Kristine Roberts - Member
- West Bridgewater Public Library Staff: Melanie Terrill - Library Director and Rebecca Waitt - Assistant Director
- Members of The Public: None.

II. Call to Order: The meeting was called to order at 6:33 by Chairperson Scott Ames.

III. Review of Previous Meeting Minutes:

- Review of previous meeting minutes. No comments or changes.
- A motion is requested by Scott to accept the minutes from September 13, 2023.
 - Scott makes the motion, Deborah seconds the motion
 - All trustees unanimously accept the minutes from the previous meeting.

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

- Financial Report
 - Review of entire report. No comments or concerns.
- Circulation Report
 - Review of entire report. Note that the numbers on this report are not official as of yet because it is only the first of the month. Updated numbers will be shown at next month's meeting. Trends show an increase in users across most services.
- Children and Youth Services Report
 - Review of entire report, no comments.
- Library Director's Report
 - Review of entire report, discussion of future Winter Open House.
- Scott makes a motion to Accept all Reports as Presented
 - Deborah seconds the motion
 - No questions from Trustees, all accept unanimously.

V. Old Business/New Business:

- Melanie asks that, starting in January 2024, the Trustees meet on the second Wednesday of every month instead of the first, so that statistics numbers will be accurate each month.

- Scott makes a motion to approve this change
 - All in favor, trustees vote unanimously to approve.
- It is noted that at the next meeting, the trustees will need to vote for a vice chairperson to take Scott's place, since he has moved into the role of Chairperson. A vote will be conducted in November when all members are present.

VI. Public Comments

- No comments from the public at this time.

VII. Adjournment

- Scott makes a motion to adjourn meeting at 6:55 PM
 - Kelly seconds the motion to adjourn
 - Trustees vote unanimously to adjourn the meeting at 6:55 PM.

Next Trustees Meeting: Wednesday, December 6, 2023 at 6:30 PM