

West Bridgewater Public Library Board of Trustees

Meeting Minutes

September 13, 2023

I. Meeting Details

Wednesday, September 13, 2023 6:30 PM

West Bridgewater Public Library

80 Howard St. West Bridgewater, MA

Attendance:

- Trustees: Scott Ames - Vice Chairperson, Kelly Kaprelian - Member, Christopher Lawrence - Member, Kristine Roberts - Member, and Tim Churchill - 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 6:30 by Vice 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 June 14, 2023.
 - Kristine makes the motion, Kelly 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 with discussion of start of FY24 expenses
- Circulation Report
 - Review of entire report
- Children and Youth Services Report
 - Review of three months of reports, with discussion of all programs offered throughout the summer for Summer Reading
- Library Director's Report
 - Review of entire report
- Motion to Accept all Reports as Presented
 - Scott asks if there are any further questions regarding the presented reports.
 - No questions from Trustees
 - Scott makes the motion to accept all reports as presented, Kelly seconds the motion
 - Trustees vote unanimously to accept all presented reports

V. Old Business/New Business:

- New Staff Member Katilan Benoit began working at the library this week. She has a background in graphic design, several years of library experience, and is currently going to school for her associates degree in art. She will be a valuable asset to the WBPL.
- The trustees will reach out to Chairperson Deborah Lancaster for updates on her position on the trustees and discuss a second signatory in the future.

VI. Public Comments

- No comments from the public at this time.

VII. Adjournment

- Scott makes a motion to adjourn meeting at 7:08 PM
 - Kristine seconds the motion to adjourn
 - Trustees vote unanimously to to adjourn the meeting
 - Meeting adjourned at 7:08

Next Trustees Meeting: Wednesday, October 4th at 6:30 PM.