

West Bridgewater Trustee Meeting Minutes

Library Board of Trustees Meeting

June 22, 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:

Deborah Lancaster

Scott Ames

Christopher Lawrence

David Church

Christine Alteiri

Trustee Scott Ames calls to order the meeting:

- At 5:46 pm

Review of the Meeting Minutes:

- Scott 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

Children's Report

- All topics discussed in detail
 - 5th Grade book talks went great
 - The Principal from Howard School offered for library staff to take unused library books from Howard Elementary School Library for our collection
 - No questions or comments of Children's Report by Trustees

Director's Report:

- All topics from the Director's Report discussed -
 - Apryl Edlund is resigning June 29th, 2022 in favor of a full time position at the Bridgewater Public Library
 - Discussed gaps in summer coverage and overtime opportunities for staff
 - Passport program going well, processed 12 passports so far in month of June
 - Training Assistant Director Melanie Terrill to become Acting Director upon Laura William's resignation
 - Spending recommendation to replace 40 year old staff room furniture

Scott asked for motion to accept all of the reports

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

Old Business/ New Business:

- Deborah made a motion to promote Melanie Terrill to Acting Director while Director Search is in process
 - David Church seconded motion
 - Voted in favor unanimously
- Trustees Chair Deborah Lancaster signed Acting Director Verification form so that Melanie Terrill will become acting director July 1, 2022
- Advised Board of Trustees to conduct a Salary Data Study, and suggested steps to take, in order to increase staff salaries for FY 2024
- Discussed next steps to begin Director Search

Scott makes motion to adjourn meeting at 7:04 pm

David seconds motion

- Meeting adjourned