

West Bridgewater Public Library Board of Trustees

Meeting Minutes

June 10, 2026

❖ Meeting Details

Wednesday, June 10, 2026 at 6:30PM

West Bridgewater Public Library

80 Howard St. West Bridgewater, MA

Attendance:

- Trustees: Timothy Churchill, Deborah Lancaster, Christopher Lawrence, Tom Mayhew, Kristine Roberts
 - ◆ Absent: Kelly Kaprelian
- West Bridgewater Public Library Staff: Melanie Terrill – Library Director
- Members of the Public: None present

❖ Call to Order: The meeting was called to order at 6:35pm

❖ Review of Previous Meeting Minutes:

- Review of the previous meeting minutes from May 13, 2026. No amendments were proposed.
- A motion is requested by Deborah Lancaster to accept minutes.
 - ◆ Timothy Churchill seconded. Motion approved.

❖ Review of Monthly Reports

- **Financial Report**
- **Circulation Report**
- **Children and Youth Services Report**
- **Library Director's Report**
 - ◆ Library Director, Melanie Terrill
 - ◆ Riverwalk 2026 held Sunday, June 7. Staff and Friends of the Library shared a library table. Friends raised over \$445 through raffle tickets and book sale donations.
 - Nancy from the Lions Club offered a table at Fallfest in September, held partially on library grounds. Participation under consideration.
 - ◆ Summer Reading Program begins Monday, June 29. This year's theme is Bookopoly, with participation for all ages. Participants earn raffle tickets and prizes by completing board activities. Cathy sent donation request letters to local businesses.

- ◆ Website overhaul underway. Currently inventorying pages, plugins, and content in WordPress.
 - Long-term project. Melanie is taking online WordPress courses to complete the work in-house rather than hiring a designer. New site hidden from the public until launch, targeted for late 2026 or early 2027.
- ◆ Library policies. Many posted policies are outdated. Melanie and Cathy will review and update each one over the next year, in conjunction with the website overhaul.
- ◆ Deborah Lancaster made a motion to accept reports.
 - Christine seconded. Motion approved.

❖ **Old Business/New Business**

- ◆ Building maintenance:
 - A/C system froze overnight June 7, causing a ceiling leak in the Children's Room. Dennis Heath made a service call June 8 to diagnose and replace several filters. Returning this week or next for additional filters.
 - Do It All Electric coming this week to disconnect the affected light fixture so power can be safely restored to the rest of the Children's Room lights.
 - Burgess Pest Control removed two wasp nests from the building exterior on June 9.

❖ **Public Comments**

- No comments from the public.

❖ **Adjournment**

- Deborah Lancaster makes motion to adjourn at 7:05 pm.
 - ◆ Timothy Churchill seconded. Motion approved.

❖ **Next Trustees Meeting:**

September 9, 2026 at 6:30pm

[Board historically does not meet in July or August.]

Minutes respectfully submitted by Chris Lawrence - Member