

Westhampton Public Library Board of Trustees Meeting
March 19, 2024;6:00 P.M. In person and virtual
Westhampton Public Library Community Room

Present: Meaghan Schwelm, Angela Griefen, Caralyn Whipple, Jacquelin Brodeur, Deb Smith
Absent: Anne Marie O'Reilly, Deb Estelle

Agenda

1. Call to Order 6:00 PM
2. Minutes from 2.13.24 meeting, accepted as presented
3. **Treasurer's Report:** Accepted as presented
Account Balances:
Building - \$3,594.48
State Aid - \$4,895.76
Deferred Town Monies - \$43,890.98
Gifts - \$20,322.48
4. **Director's Report:** Accepted as presented
February Statistics
 - 14 children's programs with 107 attending
 - 19 adult programs with 122 attending
 - 1 teen program with 6 attending
 - 1 general audience programs with 11 attending(Community Movie)
 - 64.75 volunteer hours
 - Circulations 1,738 (in February 2023 - 1,524
 - Ebook circulations 450 (in February 2023 - 386)

Meaghan commented that February was a very busy month, many programs were offered, with great attendance.

5. Library Budget Backup at Annual Meeting

Discussion about what useful statistics we should have available at the town's Annual Meeting on Saturday May 11. We can have something similar to "Library by the Numbers," available as a hand -out citing program attendance, circulation numbers, number of Westhampton library members, etc. These are numbers for 2022-23 year, but we can give an update for 2024 up to April. This information would tie back to our request for more hours for our Library Assistant position.

6 Friends Report:

- The Friends are in the process of organizing the Field of Dreams concert series for this coming summer. They are approaching bands, seeking sponsors, and looking for some new members to help in the Field of Dreams efforts.

- In order to get more input, the library backyard Accessibility Committee plans to meet next week to look over the current proposal along with a library patron who uses a wheelchair, (The Accessibility project is being funded so far by the Library's share of the profits the town receives from the solar project on Montague Road. Eventually we will have to secure ADA grant funding to complete the project.)
- The Friends annual newsletter may be delayed and not mailed out until May. Friends are looking for someone to design it.
- Tom Riccardi will return to the Library July 25 at 5:30 for his very popular bird presentation.
- Friends approved the purchase of a Nintendo Switch device for the Library to be used for the Switch children's program.
- Friends approved the continuation of the Slow Yoga program Monday evenings.

5. Old Business:

1. Patron Behavior Policy Filming Amendment

Our Patron Behavior Policy was updated to include a policy for filming at the library for any first amendment auditors who might want to film at the library. #10 on our policy requires an appointment with 24-hour notice and no filming of library patrons without their written permission. All present approved the policy as written, but it was tabled for final acceptance until the next meeting when all trustee members are present.

2. Finance Committee budget Update

The meeting with the Finance Committee went very well. There were no objections to the library budget items, and those present felt supported by the committee. The only question was the line item for electricity, which was a bit higher than last year due to the fluctuation of delivery charges by Eversource.

3. Library Lighting Update

Eversource finally came out to fix the problems with incorrect ballasts in the library fixtures which they originally installed over a year ago. However, although all of the lights are working correctly, some of the ballasts are still an incorrect match to the bulbs. Phil D. has been on their case for the past year and has been very helpful in getting the fixtures to work properly. Meaghan will follow up with Eversource again to get the problem resolved

6. New Business:

1. Town Caucus

Town Caucus is scheduled for Monday, April 8th at 6:00 pm. Angela Griefen plans to run again for Library Trustee, and Caralyn Whipple will not run again. Meaghan will post on the Library media and What's up Westhampton that a Library Trustee position is open.

7. Any other business to come before the meeting not anticipated at time of posting. None.

Adjourn 6:35 PM

Submitted By: Angela Griefen

Next Meeting: 4.9.2024 @6pm