

*West Branch Public Library
Board of Trustees Meeting Minutes
February 11, 2016*

*Amy Guhl
MC*

Meeting Commenced at 6:30 PM

Present: Michael Schlitz Amy Guhl, Michelle Carter, Cary Wiesner, Nick Shimmin (Director)

January Minutes: Trustee Carter moved that the January meeting minutes be approved as submitted, with Trustee Guhl seconding. This motion passed unanimously.

Finance: While presenting the January finance report, Director Shimmin noted a large increase in postal costs, due to the necessity of sending certified letters concerning behavior issues among a few patrons. Trustee Guhl moved the report be accepted as submitted, with Trustee Wiesner seconding; motion passed unanimously.

Director's Report: January attendance numbers were good. The state librarian is advocating a state-wide catalog system that would allow patrons to use there library card state-wide, along with a state-wide courier service for interlibrary loan. Forty-eight surveys have been received so far. The automatic door is now fixed.

Chromebooks: The board discussed the possibility of buying Chromebooks in FY 17. The consensus was that buying three 13" models would be good, though there was no formal vote.

New Chairs: The board discussed three options for buying new chairs. Trustee Carter moved the board approve option 1 (an arm chair with no amenities for the adult area for \$856.10), and option 3 (a chair with a table, storage area and casters for the young adult area, cost \$1865.86). Trustee Guhl seconded, with the motion passing unanimously.

Weather Policy: Director Shimmin submitted a revised weather policy with a few minor changes for the board's review. Trustee Wiesner moved the policy be approved as submitted; this was seconded by Trustee Guhl, and passed unanimously.

Director's 2015 Performance Evaluation: Director Shimmin requested his evaluation be done in closed session, which was approved on a motion by Trustee Wiesner seconded by Trustee Guhl. Trustee Carter moved the self-evaluation done by director Shimmin be approved, with Trustee Guhl seconding; motion passed unanimously.

Director's 2016 Performance Plan: The only change from the 2015 plan was to remove adult program duties, which have been assumed by Ms. Schafer. Trustee Wiesner moved the plan be approved with this change, which Trustee Guhl seconded; passed unanimously.

Meeting adjourned 7:10 PM.

Next Meeting: Thursday April 14, 2016, 6:30 PM at Library Community Room.