

West Branch Public Library  
Board of Trustees Minutes  
October 12, 2017

Meeting Commenced at 6:40 PM

**Present:** Monica Tylee, Chuck Varnum, Michael Sexton, Cary Wiesner, Nick Shimmin (Director)

**Minutes:** On a motion by Trustee Varnum seconded by Trustee Sexton, the September 14 meeting minutes were unanimously approved as submitted.

**Open Forum:** No issues were raised.

**Finance:** Trustee Sexton inquired whether the library should save money for replacement of the two original furnaces. Director Shimmin replied that we do budget for such contingencies. Trustee Sexton, with Trustee Wiesner seconding, moved the October financial report be approved as submitted. This motion passed unanimously.

**Director's Report:** Director Shimmin said the Makerspace activity is quite popular. Computer and wi-fi use were way up in September.

**DMCA:** Director Shimmin asked that the library register as a service provider under Section 512 of the Digital Millennium copyright Act (DMCA), and that he become a DMCA Registered Agent, both as per the state library's recommendation. Trustee Sexton, with Trustee Varnum seconding, moved that these two actions be approved. The motion passed unanimously.

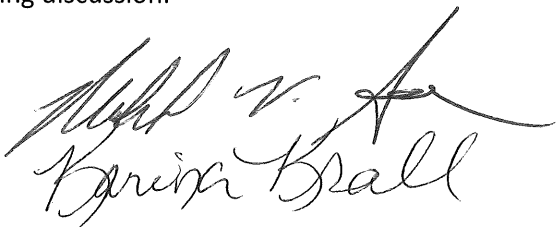
**ADA Accessibility:** Library staff completed a checklist on accessibility. Overall, the library is doing well

**Long –Range Plan:** We are ahead in some areas, behind in others. Director Shimmin said finding contractors has been a problem sometimes, since everybody's busy. Trustee Sexton raised the possibility of renting out sports equipment; Director Shimmin replied that we have discussed renting things like garden tools. Trustee Tylee mentioned that the Tipton library charges for-profit organizations for meeting space, with director Shimmin stating that not many for-profits rent our community room. Trustee Varnum then moved that the long-range plan be approved as reviewed. This was seconded by Trustee Sexton, and passed unanimously.

**2019 Budget Goals:** No changes were suggested.

Meeting adjourned 7:25 PM

**Next Meeting:** Thursday, November 9, 2017 6:30 PM, Library Community Room. There will be a training session for new board members at 5:00 PM before the regular meeting, followed by a 6:00 PM planning discussion.



Kevin Ball