

*West Branch Public Library
Board of Trustees Meeting Minutes
April 12, 2018*

Meeting commenced at 6:40 PM

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

March Minutes: On a motion by Trustee Varnum seconded by Trustee Sexton, the March 8 minutes were unanimously approved as submitted.

Bathroom Remodel: Abid for the bathroom remodel which had been originally approved by the board by email, was formally approved by the board, on a motion by Trustee Varnum seconded by Trustee Wiesner, and approved unanimously.

Finance: Trustee Nalan moved the monthly financial report be approved as submitted by Director Shimmin. Trustee Sexton seconded the motion, which passed unanimously.

Director's Report: Director Shimmin reported that visitation was steady, circulation was up, and wi-fi and computer use figures were good.

Board Training: Director Shimmin presented a history of staffing for the library.

Staffing: Assistant Director Becky Knoche will unfortunately be leaving her position on May 25 after 10 years with the library. Director Shimmin hopes to have a new person on board before she leaves.

Poplar Street Repairs: These will be done July 10 through August 10. During that time patrons and staff may need to park north of the library.

Women's Restroom Remodeling: Trustee Varnum, with Trustee Sexton seconding, moved that remodeling work in the women's restroom, including a new countertop and sink, be approved. Motion passed unanimously.

Board Officers: Monica Tylee was re-elected board president. The other two positions were not filled at this time.

Meeting adjourned 7:30 PM

Next meeting: Thursday, May 10, 2108, 6:30 PM, Library Community Room

