

West Branch Public Library
Board of Trustees Meeting Minutes
April 11, 2019

Meeting commenced at 6:30 p.m.

Present: Monica Tylee, Jim Farmer, Kristin Nalan, Karina Krall, Lizabeth Osborne, Michael Sexton, & Nick Shimmin (Director) & Lisa Kofoed (Public Attendee)

March Meeting Minutes: On a motion by Trustee Nalan and seconded by Trustee Farmer, the March 14, 2019, minutes were unanimously approved.

Financial Condition Report: Approved Expenditures for April 2019 – moved by Trustee Sexton and seconded by Trustee Osborne, this motion was approved unanimously

Director's Report: Director Shimmin's report was reviewed, which detailed total number comparisons for the month of March during the years 2015-2018

- a.) 2019 (compared to last year) showed a decrease in visits, program attendance, computer use, WiFi use, and common room use and hours; similar numbers in circulation and computer time; and increases in EBooks and E-Audiobooks check out.

Board Training Video: The board watched the fifth of several trustee-training videos to come.

Discussion/Approval of Outdoor Planting Purchases for 2019: It was motioned by Trustee Sexton and seconded by Trustee Farmer to approve Option 1 at a price of \$539.50 as opposed to Option 2 at a price of \$773.50. The motion passed unanimously.

Discussion/Approval of Laptop Use Policy: It was motioned by Trustee Krall and seconded by Trustee Nalan. The motion passed unanimously.

Next Meeting: May 9, 2019, at 6:30 p.m. in the Library Community Room.


