

**West Branch Library
Board of Trustees Meeting
December 12, 2019**

Meeting commenced at 6:35pm

Present: Nick Shimmin, Karina Krall, Kristin Nalan, Lizabeth Osborne, Jim Farmer, Jan Jacobson

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

Open Forum: We will have a full board in January 2020 with Craig Walker becoming a Trustee board member.

Financial Condition Report: Approved expenditures for December 2019 – moved by Trustee Nalan and seconded by Trustee Farmer

Director's Report: The Teen Room renovation will be complete once a plaque design is decided on and hung. The stats for the month of November were favorable. The programs for December include several holiday themed activities, starting off with the successful/busy Christmas Past event.

Discuss/Approve Budget Proposal for Fiscal Year 2021 beginning July 1, 2020 and ending June 30, 2021: All trustees felt that the library has a great staff and felt the proposed budget in November remain. Trustee Farmer moved for approval and Trustee Jacobson seconded, the motion carried unopposed.

Discuss/Approve Review of Internet Policy: The library's internet policy addition is that internet use through the library's mobile hotspots conforms to rules set out in the policy. Trustee Nalan moved for approval and Trustee Farmer seconded, the motion carried unopposed.

Discuss/Approve changes to operating hours on Tuesday, December 31st, 2019: Trustee Nalan moved for the approval of the change to close the library at 5 p.m., Trustee Farmer seconded, the motion carried unopposed.

Next meeting: January 9, 2020, at 6:30 p.m. in the West Branch Library Community Room

Meeting Adjourned: 6:55 p.m.

*Kristin Nalan
Jan Jacobson*