

**West Branch Public Library
Board of Trustees Meeting Minutes
March 12, 2015**

Meeting commenced at 6:35 PM

Present: Dan Stevenson, Laura Gongora, Michael Schlitz, Cary Wiesner, Nick Shimmin (Director), Michelle Carter (Guest).

January Minutes: Trustee Schlitz moved that the January meeting minutes be approved as presented by Director Shimmin. Trustee Gongora seconded motion, which passed unanimously with no abstentions.

Director's Report: Director Shimmin reported that overall February was down from 2014, though program attendance increased. There are several upcoming programs, including a "Tournament of Books" where patrons can vote for their favorites.

Expense Reports: Director Shimmin presented the February and March expense reports for the board's consideration. Trustee Gongora, with Trustee Wiesner seconding, moved the February report be approved as submitted; while Trustee Schlitz, seconded by Trustee Gongora, moved the March report also be approved as submitted. Both motions passed unanimously with no member abstaining.

Laptop Use Policy Review: The board reviewed the current Laptop Use Policy. Trustee Schlitz moved the current policy be retained with no changes; Trustee Wiesner seconded this motion, which was unanimously approved with no abstentions.

Landscaping: Director Shimmin proposed several landscaping projects for this year. Trustee Schlitz moved that these projects be approved, with Trustee Gongora seconding. Motion passed unanimously with no member abstaining.

Long—Range Planning: Director Shimmin brought up the need for an update to the library's five year plan. He mentioned several tools that could be used in formulating a new plan, including surveys, stakeholder meetings, and the Planning for Results" process which can be facilitated by state library staff. He added that we can also continue focusing on the building project. After much discussion, the board agreed to focus on developing strategy to move forward at the next meeting.

Meeting Adjourned 7:15 PM.

Next Meeting: Thursday, April 9, 2015, at Library Community Room