

*West Branch Public Library  
Board of Trustees Meeting Minutes  
March 8, 2018*

*Meeting Commenced at 6:30 PM*

**Present:** Chuck Varnum, Kristin Nalan, Michael Sexton, Karina Krall, Cary Wiesner, Nick Shimmin (Director)

**February Minutes:** Upon a motion by Trustee Nalan seconded by Trustee Krall, the February 8 meeting minutes were approved as submitted.

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

**Director's Report:** The library's FY 2019 budget was approved at the same funding level as this year.

**Bylaws:** After reviewing the library bylaws, the board, on a motion by Trustee Nalan seconded by Trustee Wiesner, decided to approve the bylaws with no changes.

**Planning for Results:** Director Shimmin said 14 people attended the first meeting on March 4; overall, he thought it went well. The second meeting will be April 15.

**Bathroom Remodeling:** Director Shimmin said the bathroom work has not yet been approved by the Friends of the Library. Trustees Sexton and Varnum asked if the contractors need to be insured, to which Director Shimmin replied that he thought insurance was required only if the contractor also needs a license, but he would double-check with the city. Further action on this was tabled.

**Card Reader:** On a motion by Trustee Sexton seconded by Trustee Krall, the board unanimously approved purchase of a card reader to allow for credit card payments.

*Meeting adjourned 7:20*

**Next Meeting:** Tentatively scheduled for Thursday, April 12, 2018, 6:30 PM, Library Community Center