



**West Branch Public Library
Board of Trustees Meeting Minutes
January 12, 2017**

Meeting Commenced at 6:35 PM

Present: Monica Tylee, Chuck Varnum, Amy Guhl, Michelle Carter, Michael Sexton, Cary Wiesner, Nick Shimmin (Director)

Minutes: Trustee Varnum, with Trustee Guhl seconding, moved the December 2016 meeting minutes be approved with one change. Motion passed unanimously.

Open Forum: Trustee Carter announced she is resigning and moving out of state. The board thanked her for her service, and also welcomed new trustee Michael Sexton.

Finances: Director Shimmin presented the January expenditures report, which had nothing much out of the ordinary. Trustee Sexton, with Trustee Varnum seconding, moved the report be approved as submitted. This motion passed unanimously.

Director's Report: Director Shimmin reported attendance was fairly stable, though computer use is up. The city's budget process for FY 18 is going relatively smoothly.

Building Project: For the benefit of newer board members, director Shimmin gave a brief history of the library building project.

Men's Room Partition: Director Shimmin proposed that the men's room partition be replaced with a plastic laminate partition. Trustee Varnum asked if this included a new door; director Shimmin confirmed it did. Trustee Wiesner then moved the proposal and accompanying price quote be approved as submitted. Trustee Varnum seconded this motion, which passed unanimously.

Director's 2016 Performance Evaluation: Trustee Guhl, with Trustee Sexton seconding, moved the director's evaluation be held in a closed session. This passed unanimously. The board agreed with Director Shimmin's self- evaluation, on a motion made by Trustee Carter and seconded by Trustee Guhl.

Director's 2017 Performance Plan: Trustee Varnum moved that the director's 2016 performance plan be adopted without changes for 2017. Trustee Wiesner seconded this motion, which passed unanimously.

Meeting Adjourned 8:05 PM.

Next Meeting: Thursday, February 9, 6:30 PM, Library Community Room