

*West Branch Public Library
Board of Trustees Meeting Minutes
May 24, 2017*

Meeting Commenced 6:35 PM

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

March Meeting Minutes: On a motion by Trustee Guhl seconded by Trustee Varnum, the March 9 meeting minutes were approved unanimously with one minor change.

Financial Statements: Since there was no April meeting, the board reviewed financial statements for both April and May. Trustee Wiesner moved that the April statement be approved as submitted, with Trustee Sexton seconding; this motion passed unanimously.

The May statement included a charge for emergency repairs to the alarm system, and Ebsco subscription renewal. Trustee Sexton, with Trustee Guhl seconding, moved the statement be accepted as submitted. This motion also passed unanimously.

Director's Report: Director Shimmin reported that the Summer Reading program kickoff is June 2, and will include "Bingo" for both adults and kids. Usage statistics are down a bit from previous years, except for computer use.

Space Assessment: Director Shimmin presented a final space needs assessment for the board's approval. Trustee Guhl, with Trustee Wiesner seconding, moved the assessment be approved as submitted. Motion passed unanimously.

Fundraising Proposal: The board considered proposals from two different fundraising firms, Amperage and RGI. Upon a query from Trustee Guhl, Director Shimmin clarified that this would be a feasibility study which will lay the groundwork for subsequent financing. He also reconfirmed that the current plan is for a joint library/community center, which is what the community said they wanted, and that it will likely be in Pederson Valley. Trustee Sexton asked if the funding would be public or private: Director Shimmin replied that it could be a combination of both. After further discussion, Trustee Sexton, with Trustee Guhl seconding, moved that RGI be hired for the study. This motion passed unanimously.

Community Room Policy: The Trustees reviewed the Community Room policy, which included one change banning use for financial gain by private entities. Trustee Varnum moved the revised policy be approved, with Trustee Wiesner seconding; this motion passed unanimously.

Salaries: Upon a motion by Trustee Guhl that was seconded by Trustee Varnum, the board approved the FY 2018 salary levels for library staff as submitted by Director Shimmin.

Meeting adjourned 7:25 PM.

Next Meeting: Thursday, June 8, 6:30 PM, Library Community Room



Amy Guhl