

Webster Public Library
Board of Trustees Meeting Minutes
February 9, 2011

In attendance: Peter Knapp, Roxanne Emler, Carol Cooper, Mary Alice Moore, Terri Bennett, Lisa Scibetta,
Absent: Annemarie Santoro
Guests: Peg Ehmann

Peter Knapp, President called the meeting to order at 7:04pm. There was a moment of silence for Don Lewis, dedicated WPL Trustee. Don Lewis died unexpectedly February 1, 2011.

January Board Meeting minutes were reviewed. Carol moved and Mary Alice seconded the motion to approve the minutes. Board voted to unanimously approve the minutes.

Friends of WPL Report: Peg Ehmann reported that the Spring Book Sale is May 3-7. There will be a crock pot lunch Saturday, May 7. Meeting days are changing to Wednesdays so that more folks will be able to participate. Annual meeting will be March 20, 2011 which is the first day of Spring. Keynote speaker will be a master gardener. Mary Alice encouraged all Trustees to become members of Friends of WPL.

Many thanks to the Friends for their continuous support of the Webster Public Library.

Director's Report: Terri reported on new employees – Pat Gregory and Barb Lintala. February is *Love your Library Month*. Terri shared a flyer that was developed for distribution to encourage support of your local community library. Trustees Workshop date changed to March 15, 2011. Agenda will focus on fiscal state of MCLS and ways to cope. Chart depicting circulation growth was shared, showing circulation doubled in 10 years. Peter suggested that it be reproduced in a format with content that can be submitted to the local Post or Herald to highlight usage of the library.

Financial Report: December bills totaled \$569.15 and January bills totaled \$14,334.59. Mary Alice moved and Roxanne seconded the motion to approve the monthly bills. Board voted to unanimously approve paying the bills. Preliminary end of year budget results indicated 101% of budget or \$10,538 over budget, predominantly in the areas of building and facilities which are uncontrolled expenses to WPL. Fee revenues generated YTD 2011 were up 2.52% or \$9,333.38 over same period last year. As of January 31, 2011, special fund account had a balance of \$75,718.42.

Great job Carol!

Meeting Room Policy – Revision submitted in a consolidated one page, user friendly format. Carol moved and Roxanne seconded the motion to approve the new Meeting Room Policy. Board voted to unanimously approve new Meeting Room Policy.

Mission Statement – Revision submitted and lively discussion ensued. Terri will take comments back to the WPL management team. No motion was made.

New Business

1. Suggestions at the table to honor Don Lewis: plaque, bench, (re)name the Board Room, name Senior area of WPL, contribution to memorial book fund. Peter will speak with family to understand if they have any preferences or suggestions as well. Question was posed about Anna Gavin, employee of WPL who recently passed away. Board agrees that a stated practice or policy needs to be developed and put on the agenda for discussion at the next meeting.
2. Peter presented for consideration – Tony Hubbard – to submit for approval to the Town Board as new Trustee for WPL. Board unanimously approved.
3. Review of 2 special projects for consideration:
 - a. Teen lounge
 - b. Senior space: Board unanimously approved travel expenses up to \$1000 to visit several libraries with Senior spaces.

When all the projects have been submitted, WPL project leads will be invited to Board meeting to present proposals and answer questions.

Carol moved and Mary Alice seconded motion to adjourn. Board voted unanimously to adjourn the meeting.

Next Meeting: Wednesday March 9, 2011

**Respectfully submitted,
Lisa Scibetta**