

**Webster Public Library  
Board of Trustees Meeting Minutes  
September 14, 2011**

In attendance: Peter Knapp, Roxanne Emler, Carol Cooper, Mary Alice Moore, Terri Bennett, Tony Hubbard, Annemarie Santoro  
Absent: Lisa Scibetta  
Guests: Peg Ehmann, Randy Nelson, liaison to town board

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Peter Knapp, President called the meeting to order at 7:30pm.

Ron Nesbitt, Webster town supervisor, spoke to the board prior to the trustee meeting regarding the fiscal state of Webster and how it relates to the WPL budget.

August Board Meeting minutes were reviewed. Tony moved and Roxanne seconded the motion to approve the minutes. Board voted to unanimously approve the minutes.

Friends of WPL Report: Peg Ehmann reported that the Fall Book Sale is Oct. 12-15. The lobby sale continues to be popular and the August sale total was close to \$2500. The Friends are starting a shop online initiative as a fund raiser. Hopefully this will get under way before the holiday shopping. This will be marketed to the entire Webster community.

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

Prior to this meeting there was a dedication ceremony for the unveiling of the Don Lewis memorial bench. The bench will be placed in the new One Senior Place area. Members of Don's family were present for this dedication. Many thanks to Annemarie Santoro for giving the dedication speech and to Terri Bennett for organizing the reception and dedication.

**Director's Report:**

Terri announced that the foundation projects are well under way. There will be an unveiling in October to showcase the projects. Invitations will be mailed early Oct. and donation envelopes will be available and a short program explaining how the Foundation was created will be held.

The t-shirts that the librarians have been wearing have been so popular with patrons wanting to purchase them that it was decided to give the t-shirts a try as a fundraiser.

As part of the Reference staff meetings, Central library staff have been invited to talk about the treasures and services offered in various departments.

Two WPL staff members participated in the MCLS staff exchange. Staff is invited to visit other libraries for half a day. Libraries can promote their best practices and show off the building and services.

WPL has welcomed a new volunteer from the Heritage Christian Employment Department. Alicia Lenahan is a delightful addition to WPL as she shelves children's DVDs and videos.

Financial Report:

Carol presented bills totaled \$15,260.13. Mary Alice moved and Tony seconded a motion for the paying of the bills. The board voted unanimously to approve the paying of the bills. Fee revenue (cash) for August amounted to \$7,998.63. The Global charges for August 2011 were \$2,92.63. Total fee revenues for year to date 2011 equal \$75,064.72. There is a balance of \$2,848.58 of the Nozziolio grant.

Great job Carol

Fundraising Project: The fundraising "neighbor" letter will be sent to the community about October 1, 2011. A second appeal to businesses will be early January 2012. This will be handled by Amerimail.

Budget Update: We have been directed to trim the 2012 budget by an additional \$50,000 to \$75,000. Options were discussed and Terri will develop budget impact scenarios. These will be studied and a decision will be made as soon as possible.

New Business: Terri has received a request from the Garden Clubs of Webster to use the community room for their annual holiday wreath sale early December. After discussion approval was granted for this one time use. The room use policy will be reviewed in the near future.

At 8:40 Annemarie moved and Carol seconded that the board move to executive session to discuss personnel matters.

At 9:00 Roxanne moved and Tony seconded that the board return to its public meeting.

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

**Next Meeting: Wednesday October 12, 2011**

**Respectfully submitted,  
Mary Alice Moore**