

**Webster Public Library
Board of Trustee Meeting Minutes
September 14, 2022**

In Attendance: Amy Crumley, Adam Traub, Dan Ammon, Mary Alice Moore, Peter Knapp, Sarah Stein, Matt Clark, and Eileen Brookins

Guest: Tom Flaherty, Town Supervisor; Ginny Nguyen, Town Board Liaison; Tom and Linda Jessop, community members

Absent: Peg Ehmann, Jen Mitchell

Amy called the meeting to order at 7:00 pm

Public Comment: Tom Jessop read a statement concerning the library's Rules of Conduct policy in regards to using the Community Room for campaigning. Linda Jessop added comments in support of her husband's statement.

Approval of the Minutes: Upon review and motion with a second the Board unanimously approved the minutes of August 10, 2022.

Agenda Review: There were no changes made to the agenda.

Correspondence: Adam shared a letter he received from a patron. The patron, a Rochester resident who uses east side libraries, sent the letter to multiple libraries thanking the librarians for the work that they do to ensure that there are a variety of materials available for the all diverse communities and people in our area. Having materials available that reflect all members of a community provides solace and validation to individuals in the community. The patron wished to recognize and thank librarians, who at times face acrimony from others, for ensuring these materials are available at their library.

Guest: Tom Flaherty, Town Supervisor, presented a proposal that the Webster Public Library, the Foundation, the Friends of the Webster Public Library and the Webster Town Board work together proactively over the next five years to find avenues to support the library's collections.

Report from the Friends of the Webster Public Library: Eileen reported that the Friends book sale will be Oct 6-8 at the library. The Friends will hold a general membership meeting on September 21, at 2 pm in the Community Room.

Report from the Town Board Liaison: Ginny reported that the town is working on updating the comprehensive plan and is collecting community input for the plan.

Director's Report: Adam submitted a written report. The Town Board passed a resolution to create the Preliminary Budget for 2023. The budget will be published in Webster Today which will come out in October. There will be a public meeting on Oct 6, the town will adopt a final budget on October 20th. The Harvard Future Libraries program was a rewarding, intense three days hosted by the Harvard Graduate School of Design. The program included presentations from architects and library directors, design challengers and tours of local libraries. The Summer Reading program was a success, over 1,700 reading logs were taken for patrons to track their

reading. Participation included 8 adults, 65 teens and 277 children. Over 11, 000 hours of reading were recorded! Four hundred entries were recorded for our selection of grand prizes from our generous community partners. The BookBox program has finished its season. Joined by volunteers and colleagues from Webster Parks and Rec we were able to bring library services to residents of Philips Village with a side of a healthy snack, freeze pops and games. Webster UCC mailed the check for the donations brought in by their Caring Community Concert which totaled \$1,428.12. The WPL wishes to extend its gratitude to the UCC for continuing to include us as a beneficiary for their summer concert series. September is library card sign up month. The library has contacted “sleepy patrons” those that have let their cards expire to encourage them to come back and use the library. The green space out front of the library has changed. Four months ago, the library contacted the town concerning two dead trees that pose a danger to patrons. After an assessment from the town, it was determined that all of the trees were dead or dying. The trees were removed this past week. Grass will be planted in the cleared space. The library will be considering how to use this space in the future. For the first time since the pandemic began, circulation is up over this time last year. Selected Statistics: Days Open: 23; Circulation: 42,438 (6%); Door Count: 16,875 (23%); Reference Questions: 984 (20%); New Borrowers:183.

Approval of Bills and Financial Report: Upon review and a motion with a second the Board unanimously approved the payment of the bills for August in the amount of \$88,666.86. This includes a payment of \$76,856.50 for rent, taxes and CAM charges for August and September. The total monthly payment (rent, taxes and CAM charges) is equal to \$38, 428.25. Fee revenue for August totaled \$3,275.01.

Personnel Report: Upon review and a motion with a second the Board unanimously approved the Personnel Report for August 9, 2022 to September 7, 2022.

Discussion: Amy led a discussion on the Rules of Conduct policy concerning the use of the Community Room for campaign events. It was decided not to amend the policy.

Discussion: Amy led a discussion on the Trustee Education Policy. Adam presented a draft policy. The policy with amendments will be presented for a vote at the October meeting.

Discussion: Amy led a review of the Anti Nepotism policy. No amendments were proposed.

Discussion: Amy led a review of the Art Display policy. No amendments were proposed.

The next meeting of the Webster Public Library Board of Trustees will be October 12, 2022 at the Webster Public Library at 7pm.

The meeting was adjourned at 8:40 pm.

Respectfully submitted,

Eileen Brookins
Secretary