

WPL Board Meeting September 16, 2003

The monthly meeting was called to order at 6:40 p.m. by President, Brigit McCallum.

Members present:

Brenda Pinette, Tom Cyr, Sandra Jorgensen, Wendy Carter, Craig Tripp. Jack Seery (non-official member) and Ruth Blake. Joe and Linda Fortunato have resigned.

Minutes

First Motion by Tom Cyr, Second Wendy Carter

Accepted unanimously as revised **I forget what the revision was. Do you remember so you can include it like you did below about the windows?**

Librarian's report

Had been emailed to all members...

Correction 4 out of 5 windows are fixed.

Motion to accept First Sandy Jorgensen Second Wendy Carter

Report accepted unanimously.

Treasurer's Report

Had been emailed for review.

Motion to accept First Wendy Carter, Second Tom Cyr

Report accepted unanimously

Friends Report:

Cindy Gilmore organizing meeting in October, Waiting to set a date. Brigit McCallum, Cindy Gilmore and Sue Dunlap will write 501(c)3 initial review, non-profit organization application, so tax-deductable donations can be made by patrons.

Old Business

1.) Current Building, maintenance vs. restoration

Lights all have been fixed, Thanks

Windows 4/5 fixed. Wendy will help Sandy fix the last window.

Thanks

Front door is fixed.

Front steps- Sandy Jorgensen will asses and report at next meeting.

Thanks

Air Conditioners- Nancy Brandt will check to see if they will be used at the Town Hall. Suggestion to put air conditioners into next years budget.

2.)Board Members Expectations subcommittee report. First draft was emailed to all members for review and changes. A discussion followed and changes were made. Draft #2 will be sent to all members for review and acceptance at the next Board meeting.

3.) Nancy Brandt – Jack Seery’s appointment to the Library Board is delayed.

4.)Personnel Policy tasks:

a.)Subcommittee for Personnel Evaluation

Sandy Jorgenson, Craig Tripp, and Wendy Carter

b.) Subcommittee to adjust By-Laws

Brigit McCallum and Brenda Pinette

c.) Establish Snow Day policy-Librarian will decide and put message on machine.

d.)Estimate additional money to pay additional work hours-Craig will figure additional hours and discuss at meeting for the budget.

e.)Holiday schedule:

New Year’s December 31and January 1 st

May 24,2004 for Memorial Day

August 30 Labor Day

November 27, 29 for Thanksgiving

December 24,25 for Christmas

Tom Cyr will write up policy. Move that these nine holidays be approved for the library staff. For 2003-2004

Motion to accept First Tom Cyr Second Wendy Carter

5,) Visioning Committee Report

Members Wendy Carter, Tom Cyr, Brigit McCallum, and Jack Seery (unofficial) attended, Report presented. Next meeting October2,2003 at 6:30 P.M. at the library.

New Business:

1.) Election of Officers (By-Laws, to be done each September)

There will be a delay in elections until the By-laws have been rewritten and a full board is in place The board will seek new members for the board. Once the board is full the following month elections will be held.

- 2.) Decision on the number of Board Members. A decision was made to have nine (9) Board members. Motion to have nine members on the Board. First Wendy Carter Second Tom Cyr Vote unanimously
- 3.) Budget- Craig Tripp will discuss budget with Ruth Blake and send a copy to the members for review. A Special Board Meeting will be held on Monday September 29, 2003 at 6:30 P.M. at the WPL.

Meeting adjourned at 8:17 P.M. First Motion Tom Cyr Second Motion Wendy Carter. Voted unanimously.

Next Meeting:

Monday October 27, 2003, 6:30 P.M.

Submitted by Brenda Pinette, Secretary