

WHITING LIBRARY BOARD OF TRUSTEES

MINUTES – JANUARY 8, 2018

The meeting was called to order by Chair, Kathy Pellett at 9:30 at the Library.
Absent: Stephanie-Whitney Payne.

Mariette Bock noted a correction to the Minutes of December 11 meeting – ...Budget for 2018 is first time that it was not necessary to make a draw from Library's checking account, not savings account. A motion was made by John Holme; seconded by Jessica Buchanan and approved by all present.

Treasurer's Report: M. Bock noted that the current report does not show the withdrawal of \$10,000 made in December for the Library's share of the restoration/renovation project and owed to the Town. The new balance in the Library's TD Bank Money Market account will be \$20,664.

Fundraising Report: As of December 31, 2017, donations received have surpassed our fund-raising goal of \$15,000. Donations: \$21,241 at year-end. Donations are continuing to come in so 2018 is starting off with approximately \$2,500. It was agreed by everyone that the effort the trustees made to personalize the mailing (personal notes, hand addressing the envelop, trustee name on return address and a stamp affixed) has definitely made a difference. Chair thanked everyone for their efforts.

Director's Report: Sharon discussed the lack of patrons using the library on Wednesday evenings. She felt that the additional time the library is open (6-8 PM) is not cost efficient and these employee hours could be put to better use on other days. The board agreed with her assessment. The last Wednesday the library will be open until 8 PM is Wednesday, January 24; as of Wednesday, January 31 the library will close at 6 PM. A notice will be posted on the door of revised hours and also on the website.

Sharon presented the trustees with a possible long-term project (capital campaign): Possible courtyard or "pocket park" in the front of the library along with new handicap accessible entrance. David Lord will contact Scott Wunderle of Terrigenous for his professional advice on design along with how the library should proceed with planning.

Personnel Committee Report: David Lord and Jessica Buchanan presented the trustees with a revised Director's Evaluation Form and explained how to complete. Trustees are to complete the evaluation by Friday, January 12.

Chair reported that we have a slate of three candidates (Judi Copping, Lyza Gardner and Vanessa Heybourne) for the three open seats for 2018.

There being no further business, a motion was made by M. Bock to adjourn; seconded by J. Buchanan and approved by all. Next meeting is February 12, 2018.

Respectfully submitted,

Carrie King