

Webster Free Public Library
Trustees Meeting
July 22, 2015

The meeting was called to order at 4:15. Present were Nancy Picthall-French, President, Marty Bender, Treasurer, Cathryn Clark-Dawe, Librarian, and Leslie Collins, Secretary.

The Secretary's report was read and accepted after the date of an upcoming meeting at WES was changed from July 23rd to the 29th.

The Treasurer's report was reviewed and accepted.

Old Business

The trustees examined sample questions for the needs assessment survey. Nancy is collating the preferred questions.

A brief discussion explored the development of a home book delivery procedure. It was decided to pursue this further if interest is generated from the results of the needs assessment survey.

Cathryn presented an updated Internet Access Policy that eliminates the need for a Parent Internet Consent Form to be signed for individuals under the age of 18. Marty explained the legal ramifications. The new Access Policy was accepted and signed by all the trustees.

Samples of pamphlets from other libraries are in the process of being examined. Nancy wants to include a picture of the library on the updated pamphlet. Leslie liked the idea of a bookmark with days, hours and all the current passes listed on it.

Nancy has a meeting with Stephanie Wheeler and Bruce Johnson on July 29th to discuss ways for the WFPL to connect with WES. Cathryn is willing to accommodate teachers with resources supporting their units and curriculum, as well as collaborate with the new librarian. Cathryn also offered to send out a notification in September regarding the library.

New Business

Cathryn requested August 30, 31 and September 2 off as vacation time. The trustees agreed.

Cathryn inquired whether the carpets could be cleaned after the summer program concluded. The trustees agreed since the last cleaning was two years ago. Marty suggested the cleaning be completed during Cathryn's vacation.

The meeting ended at 5:11 p.m. The next trustee meeting of the Webster Free Public Library will be on Aug. 26, 2015 at 4 p.m.

Respectfully submitted,
Leslie Collins
Secretary