

3/13/2023 WPL Trustee Meeting Minutes

In Attendance

Jenn Warner, Library Director

Alli Palmgren, Assistant Director

Susan Scott, Chair

Chris Welles, Secretary

Emily Hutcheson, Trustee

Heidi Hardin, Trustee

Joe Mullin, Trustee

Shaheen Parks, Trustee

The meeting was called to order by Susan Scott at 9:34 AM

Approval of Minutes of January 9th, 2023: Motion: Heidi Hardin moved to approve the minutes of January 9th, 2023; **Second:** by Shaheen Parks. **Motion passed unanimously.**

Approval of Minutes of February 6th, 2023: Motion: Heidi Hardin moved to approve the minutes of February 6th, 2023; **Second:** by Shaheen Parks. **Motion passed unanimously.**

Director's Report

The WPL is proud to have been awarded Star status from *Library Journal* for the year 2020. Attaining Star status in a pandemic year is quite an achievement. This is due to the creativity and hard work of Jenn, Alli and the entire WPL staff. Thanks also to the Weston community (including the Friends) for their support.

Tech Upgrade for the Community Room

Alli has gotten a quote of \$13K from Northeast Digital Integrators, a MA Statewide Contractor, for upgrading the Community Room A/V equipment. This will replace the projection cart solution which is unattractive and complicated and does not offer the modern technology that patrons and presenters have come to expect. This quote compares very favorably to the cost of a similar A/V upgrade that Alli managed at the Norwood Library several years ago.

Motion: Joe Mullin moved to approve the *Tech Upgrade* purchase from Trust Funds; **Second:** by Shaheen Parks. **Motion passed unanimously.**

Internet Access and Acceptable Use Policy

This policy applies to patrons accessing the internet via the WPL's WiFi network and/or mobile hotspots; and to patrons using the WPL's computers. Alli reviewed the policies of many other libraries in the process of creating this draft policy.

Motion: Joe Mullin moved to approve the *Internet Use Policy* as presented; **Second:** by Chris Welles. **Motion passed unanimously.**

Draft proposal to eliminate fines

Library fines impose a barrier to library use, especially for low-income patrons. Fines have not been shown to improve the timeliness of book returns. Weston is one of only 4 libraries in the Minuteman Library Network that still assesses fines; along with Wellesley, which is also planning to eliminate fines. Patrons will be charged the replacement cost of items that are more than 4 weeks overdue.

Motion: Joe Mullin moved to approve the *Fine Free Policy* as presented; **Second:** by Heidi Hardin. **Motion passed unanimously.**

Planters vs bollards

The bollards planned for the Library entrance would serve as a deterrent to drivers, but not provide a protective barrier for cars traveling faster than rolling speed. A better solution might be large cement planters weighing ~800 pounds. In case of building construction, they could be moved out of the way. The planters cost about \$600 each.

Motion: Joe Mullin moved to purchase two terra-cotta colored planters from Trust funds; **Second:** by Susan Scott. **Motion passed unanimously.**

AIC Report

As part of the strategic planning process, members of the planning team visited several comparable area organizations, Lexington Arts & Crafts Assoc.; and Concord Arts Assoc. They rely on word of mouth for marketing; and membership fees for part of their revenue; and both run significant deficits. The team has also learned that non-profits typically seek to fundraise 10% of their overall budget; the AIC's goal is 25%. Consequently, the AIC is looking to attract corporate sponsors.

Adjournment: Joe Mullin moved to adjourn at 10:36 AM.

Next Meeting: April 3rd, 2022 at 9:30 AM at the AIC.

Respectfully submitted, Christopher Welles, secretary