

Weston Public Library Board of Trustees

Meeting Minutes *October 4, 2021*

In Attendance

- Jenn Warner, Director
- Alli Palmgren, Assistant Director
- Emily Hutcheson, Secretary (via phone)
- Joe Mullin, Trustee
- Julie Panagakos, Vice-Chair
- Susan Scott, Chair
- Chris Welles, Trustee
- Cecily Cassum, AIC Board Chair
- Camille Schmidek, FWPL President
- Lisa Yanakakis, Assistant Town Manager

The meeting was called to order by Susan Scott at 9:32 AM.

Lisa Yanakakis gave an overview of the interview process, clarifying procedures and regulations, and offering helpful suggestions and support.

Approval of minutes

- **Motion:** by Julie Panagakos to approve the minutes of September 13, 2021. **Second:** by Chris Welles. **Motion approved unanimously by role call.**

Director's report

- September was marked by business as usual, with lots of activity in the tent, including Mindfulness Meditation. When the weather is bad, programs with less than 12 participants can use the Community Room; larger groups can continue to meet via zoom.
- The Friends annual book sale is planned for the first weekend of November, along with the bake sale for which the Board of Health gave approval this year.
- On the same weekend, the Weavers' Guild will hold its sale at the AIC.
- Tatanya will put together programs for a group of developmentally delayed adults. They have said how much they appreciate the welcome they receive at our Library.
- The small collection of large print children's books will be expanded.
- The window that was broken by a storm in December is repaired; COVID supply chain problems are hampering the attendant roof repair, which hopefully will be done soon.

AIC report

- A combination of COVID, lack of awareness, and people's very busy lives seem to be keeping class and workshop registrations low. Cecily is hoping that various up-coming events will spark interest and encourage more residents to discover the AIC's programs and rentals.
- The Fresh Start Auction has closed the donation period, and now an exciting collection of original art to sell. The auction will go live on Thursday, Oct. 21, with viewing hours in the Reading Room on Friday and Saturday.

Trustee vacancy discussion

- A thorough discussion took place about interviewing our next trustee, centering on what characteristics we're looking for, what sorts of questions we should ask, and what our procedure will be. Susan will forward us the revised list of questions.
- We plan to interview the 3 candidates later this month.

Financial planning discussion

- Susan Kelley, Town Finance Director, met with Susan and Jenn for a very helpful discussion about our trust funds.
- Susan will continue to find out more about the steps involved in spending our funds.

Next meeting: November 1, 2021 at 9:30AM

Adjournment: Chris Wells moved to adjourn at 11:09AM

Respectfully submitted,
Emily Hutcheson, secretary