

The Board of Trustees of the Westbrook Public Library met on Tuesday, June 1, 2010 at 7:30 in the library. Present were: Kathie Cietanno (Chair), Norma Roman, Gina Fifield, MaryJo Noonan, Sarah Holbrook, and Library Director, Lew Daniels.

K. Cietanno called the meeting to order at 7:40 pm. Following a motion by N. Roman and a second by S. Holbrook, the minutes of the April, 2010 meeting were approved unanimously. May's meeting failed to meet attendance requirements for a quorum.

L. Daniels presented the Financial Report. Figures reflect increases to Regular and Part Time Payroll, due to increases from the Town; bottom line also increased. Mr. Daniels emphasized the budget is the tightest ever. Oil tank is full; deliveries will be suspended until fall. Spending reflects essentials and utilities. Chair Cietanno encouraged Mr. Daniels to continue to buy new books with funds from gift funds. Following a motion by G. Fifield and a second by MJ Noonan, the Financial Report was approved unanimously.

Mr. Daniels presented his Librarian's Report. While overall use measures were down, increases in wireless users, inter-library loans, and local school/library collaborations were high. Specifically Mr. Daniels and staff have been enthusiastically supporting grade 2 at Daisy, grades 5 and 7 at WMS, and grade 11 at WHS with locating and offering grade level appropriate research materials. MJ Noonan thanked Mr. Daniels for his support of the grade 2 team's Community Helpers research project.

Materials for the Library ordered by the Friends of the Library are arriving!

Re: Staffing - Work-Study Intern Alyssa Moss will return in the fall. Chair Cietanno urged Mr. Daniels to use money from appropriate funds if payroll runs low. Following a motion by G. Fifield and a second by MJ Noonan, it was unanimously approved to allocate \$400.00 from the Champlain Library Gift Fund to acknowledge the service of Ian Parman and Carly Neil, graduating seniors.

The Board agreed to purchase a children's book in honor of Elaine Beals, recently resigned from The Board; title to be determined. Elaine will be invited to the July meeting of the Board for recognition.

The importance of promoting rich and varied summer programs was discussed. Ingraham and WMS will send flyers home, and Mrs. Nyman will visit the schools. J. Luca will support Mrs. Nyman during program presentations. It was suggested that in order to increase attendance, adult offerings be held at 5:30 (before dark) with a light supper offered, and that flyers for events be placed in the Senior Center. The Board will provide refreshments for the upcoming Mark Twain presentation. The Library seeks to continue to seek and grow community partnerships (ie: garden club, historical society).

It was noted that the grounds need tending. Options for purchasing no-maintenance picnic tables for outside the lower level were discussed.

The basement southend space has been finished. Mr. Daniels, with the support of the Selectmen, is drawing up a lease and awaiting final commitment from the Chair of the Board of Literacy Volunteers for re-occupancy of this space. The location of WPL along Route 1, and the critical service LV provides, make the partnership desirable.

Planametrics is considering how to develop, in the longer range, the northend space of the basement into a climate-controlled future home for Westbrook Historical Society documents.

The Library is the potential beneficiary of Eagle Scout Service Projects. Meg Parulis, Westbrook Town Planner, has developed Procedural Guidelines for Approval of Scout Projects on Town Property. WPL Board of Trustees have been asked to provide feedback and suggestions re: the document. It was emphasized that potential projects must take into account how long-term maintenance and upkeep will be assured.

In a motion made by N. Roman with a second by G. Fiefield, it was unanimously approved to commission a pen and ink 22" x 16" drawing of the newly renovated library by local artist, Bill Taylor. The artwork will be paid for by the Friends' Building Improvement Fund, and once completed may be duplicated and used as the Library chooses.

Following a motion N. Roman and a second by K. Cietanno the meeting adjourned by unanimous vote at 8:40 pm. The next meeting of the WPL Board of Trustees will be on Tuesday, July 5, 2010 at 7:30 pm.

Respectfully submitted,

MaryJo Noonan, Secretary pro tempore