

The Board of Trustees of the Westbrook Public Library held a regular meeting on Tuesday, February 2, 2010, at 7:30 p.m. in the Westbrook Public Library. Present were: Kathy Cietanno (Chairman), Elaine Beals, Paula Ferrara, Gina Fifield, Martha Neale, MaryJo Noonan, Norma Roman, and Library Director Lewis Daniels.

The minutes of the January 5, 2010 were accepted by unanimous vote. Lew Daniels presented the financial report. He reported that finances were in good shape over all. He requested the approval of the following purchases from the Library Gift Fund: The Fiction Core Catalog (H.W. Wilson) at \$276.00, America's Top-Rated Small Towns and Cities (Greyhouse) at \$195.00, recent Compact Disc titles from Micromarketing at \$178.43, Nutmeg Award books from Follett at \$157.62. The total amount requested was \$807.05. The expenditures were approved by unanimous vote. Lew also reported that Sherrica Moore's book binding course was cancelled and the school will be reimbursing the library for the tuition. The financial report was approved by unanimous vote.

Lew Daniels gave the library director's report. He summarized the programs planned for February including craft and story programs and a puppet show for school vacation week. Russ Barmmer will give a talk on Eleanor Roosevelt in Westbrook on February 18. Coming up in April, Craig Hotchkiss from the Mark Twain House will present a program on Mark Twain in Hartford.

Lew reported that the Wednesday morning pre-school playgroup has been discontinued due to lack of interest. Preschool Story hours will continue as usual. The town and town union workers reached an agreement on a contract, which provides a 3% increase for all town employees retroactive to July 1, 2009. The contract also mandates annual performance evaluations for all employees. The Board of Selectman have reviewed the library budget proposal and the Board of finance review will be coming up.

Facilities Manager Loren Baker and the mechanic from Environmental Engineering think that the failures of the fuel pumps/ oil burners is because the final 300 gallons in the fuel tank are not able to be used. They think that the pumps are shutting down for lack of fuel oil. We have requested that Wilcox Fuel make deliveries every other week so that the level in the tank does not fall below 300 gallons.

The Friends Building Improvement Fund is purchasing a new copier, a large screen television and DVD/VHS player, and art work for the library. The Renovation and Expansion Committee is still working on finishing the south end basement area. They will review a proposal for the installation of a video surveillance system for the basement at their next meeting.

There was no unfinished old business. In new business members of the Board suggested that the library distribute a flyer about the school vacation week programs in the children's Wednesday packets at Daisy Ingraham. The Board discussed issues for further discussion and future action such as staffing needs now and in the future, establishing guidelines for the purchase of art and for the selection of art to be displayed in the library, strategic planning, and landscape planning.

The meeting adjourned at 8:45 p.m. by unanimous vote.

Respectfully submitted,

Lewis Daniels, Secretary pro tempore

