

**Westbrook Public Library  
Board of Trustees Meeting  
7:30 pm,  
February 7, 2012  
At Westbrook Public Library, Ct**

Call to Order at 7:30 p.m. by K. Cietanno, Chair

**In Attendance:** Kathy Cietanno, Katherine Bishop, Rosemary Einsmann, Paula Ferrara, Gina Fifield, Martha Neale, MaryJo Noonan, and Lewis Daniels (Library Director).

**Secretary's Report:** Roman made a motion that the minutes from the January 2012 Monthly Board Meeting be accepted as presented; 2<sup>nd</sup> by Noonan.

**Treasurer's/ Financial Report:**

- L. Daniels presented his Financial Report through the month of January 2012.
- 58% of the way through the year, with 42% remaining.
- We are in good fiscal shape.
- Supplies are low, but we should be able to make do.
- Motion made by Ferrara to accept Treasurer's / Financial Report; 2<sup>nd</sup> by Bishop; unanimous approval.

**Library Director's Report:**

- Fair weather in part accounts for the busy month.
- All numbers were up, with an especially notable increase in circulation, reference, interlibrary loans, computer use and wireless users.
  
- Programs: one cancellation due to weather.
  - Story hours
  - Valentine craft workshop
  - Nature program about insects
  - Puppet show during school vacation week.
  
- Projects completed during the month:
  - Surveillance system installed. Paid for by the Friends' Building Improvement Fund.
  - Computer equipment purchased & installed. Purchased with funding from the Westbrook Foundation.
  
- Building Issues:
  - Two septic backflows this month. It is being looked into. Sections of inadequate pipes need to be replaced.
  - Cracked window-the architect will be looking at it shortly.
  
- New Projects:
  - Working with the three school art teachers to plan a student Art Show.
  - Cietanno & Daniels attended a Town Leadership meeting at which departments looked into their priorities. Cietanno & Daniels indicated the installation of a generator is our highest priority. The

generator is in the capital budget review, which has not gone through yet. The grand list is still to be determined & that will have some impact on budgets.

- On 2/2/12 the Board of Selectmen reviewed the Library's budget. A meeting has been scheduled for 2/16/12 with the town's Finance Director to discuss the use of gift funds and library accounts.

- **Miscellaneous**

- A library patron has complained about the street lighting on Goodspeed Drive. Unfortunately, there is no easy solution to this.
- The sign at the bottom of the hill blew down. It will be restored.
- Daniels is still contemplating the request for a geocache on Library grounds.

**Committee Reports:** None

**Correspondences:** None

**Old Business:**

- Landscape plans & adopt-a-spot: Linda Lawton will be contacted.
- E-Reader: some slight problems.
- Library staff is offering support for those with tech questions.

**New Business:** None

**Adjournment:** Motion made by Roman to adjourn; 2<sup>nd</sup> by Neale. Adjourned at 8:15pm.

Respectfully Submitted by M. Neale