

EDITH WHEELER MEMORIAL LIBRARY-LIBRARY BOARD OF TRUSTEES

REGULAR MEETING ON Thursday, May 15,2014 @ 2:30pm

LIBRARY - ROTARY BOARD ROOM

DRAFT

I. CALL TO ORDER - The meeting was called to order by Vice Chair Pat Shea @ 2:30 pm.

Present: Chairman William Ehlers (via Skype), Vice Chairman Pat Shea, Secretary Alice Deak , Trustee James Fogarty, Trustee Emily Serniak and Margaret Borchers, Library Director. Absent with Notice Trustee Erin Passineau. Also present Lorna Rhyns, Adult/Teen Services Librarian and Adrienne and John Wilson, Wilson Family Developers, LLC (WFD).

II. OLD BUSINESS

A. EWML Website Redesign

Adrienne and John, Lorna and Margaret explained how the design of the website has progressed; there were questions regarding the wording in the Letter of Agreement, how the website would be tested before acceptance, how any problems would be addressed after delivery; comment was made suggesting that there were three areas that need to be addressed with regard to the site - Ease of use, Security and Meeting the Needs of the Staff and Patrons; all agreed that the design being developed by EWML and Wilson Family Developers is moving along very nicely; Adrienne is a librarian and we are appreciative of the expertise and interest that she brings; modification ability of information on the website will be handled by Lorna and other trained EWML staff ; relationship between the library and Wilson Family Developers will continue after the site is developed; payment schedule is 50% deposit and when website is operational and the other 50% will be paid upon completion of the site; there will be a bulletin board opportunity where current news can be shared; contract was given to the Board for consideration and signing; Bill will be the liaison between the Board and Wilson Family Developers.

Motion - Motion by Pat Shea, seconded by Emily Serniak that the Board" proceed with building the website with Wilson Family Developers, LLC subject to the signing of the contract".

Ayes = 5 Nays = 0 and Abstain = 0

B. Strategic Plan - discussion planned for today was tabled until the June meeting as the Chair of the Strategic Plan Committee was out of state. The June meeting will discuss the mission statement and set goals for the compiling of the Plan next fall.

C. Budget Process - Margaret reported that the Library budget passed as presented.

IV. LIBRARY DIRECTOR'S REPORT

*Library programs and opportunities continue to be numerous; many age groups receive services; very comprehensive program; staff constantly complimented for being helpful and considerate; Board is very grateful to the staff for the dedicated service they are providing to the residents of Monroe.

V. MINUTES:

Motion by Pat Shea, seconded by Jim Fogarty to " accept the minutes of the April 17,2014 meeting as presented". Ayes= 4 Nays= 0 Abstain = 1(Board member was not present at the last meeting and not eligible to vote on minutes)

VI. FINANCIAL REPORTS - Getting close to the end of the fiscal year; finances on track;.

VII. PUBLIC PARTICIPATION - No public participation

VIII. OTHER BUSINESS

A. Staff Appreciation Day

* Thank you to Lorna and Margaret for their efforts to make Staff Appreciation Day a success; they have heard from staff that they benefited from and were very appreciative of the program.

Motion by Pat Shea and seconded by Bill Ehlers that "when possible, the Board will consider a Staff Appreciation Day as EWML Trust funds allow". Ayes= 5 Nays = 0 Abstain = 0

B. Mothers Day (Sunday) is not as well attended as other Sundays; staff and Board will brainstorm programs that might be developed to attract patrons on that day.

IX. ADJOURNED - The meeting was adjourned by Pat Shea @ 3:35pm. The next monthly meeting is Thursday, June 19,2014 at 2:30pm.

Respectfully submitted Alice R. Deak, Secretary

May 20, 2014