

**EDITH WHEELER MEMORIAL LIBRARY-LIBRARY BOARD OF TRUSTEES**

**REGULAR MEETING ON Thursday, April 17, 2014 @ 2:30pm**

**LIBRARY - ROTARY BOARD ROOM**

**DRAFT**

**I. CALL TO ORDER** - The meeting was called to order by **Bill Ehlers**, Chairman @2:38pm.

Present: Chairman William Ehlers, Vice Chairman Pat Shea, Secretary Alice Deak , Trustee James Fogarty, Trustee Erin Passineau and Margaret Borchers, Library Director. Absent with notice Trustee Emily Serniak.

**II. OLD BUSINESS**

**A. Strategic Plan**

\* **Mission statement** - discussion regarding compiling a new one, adjusting the present statement or making no changes at all; focus groups are a possibility; Vision statement - Where are we going?; a survey is a possibility - for card holders or random sampling of the town? - could be both.

\* **Suggested format** for discussion at the May 15 meeting

1. The Board will discuss how we might review and revise the present mission statement.
2. If appropriate, how would we develop a new mission statement.
  - a. Who might we involve?
  - b. How would we reach them?
3. Other issues as related to the development of the mission statement.

**III. NEW BUSINESS**

**A. Review of new website proposal from Adrienne Wilson**

\*Margaret and Lorna have been working with Adrienne on the design

\*Nothing has been agreed on yet - no contract signed.

\*EWML will pay - cost is expected to be around \$5000. Margaret contacted other Librarians to see what their new websites cost and generally it was \$5000 - \$6000.

\*Margaret will ask Jack Zmary, Director of IT for Monroe, to offer his expertise, advice, etc.

\*We are considering having patrons test the site as well as staff, Board members, etc. The site should be very user friendly.

Conclusions - 1. Contract will be prepared for Board review

2. Margaret will contact Jack Zmary.

3. Margaret and Lorna will continue to work with the web designer.

#### **IV. LIBRARY DIRECTOR'S REPORT**

\* Reception for library volunteers is to be held on April 22 at 3:30pm in the Ehlers Room.

\* As usual there were many and varied activities at the library over the past month.

**V. MINUTES:** On a motion by Bill Ehlers, seconded by Erin Passineau, "the minutes of the March 20, 2014 meeting were accepted as presented". 5= yes 0=no 0=abstain

**VI. FINANCIAL REPORTS:** All line items are on schedule.

**VII. PUBLIC PARTICIPATION** - No public participation

#### **VIII. OTHER BUSINESS/QUESTIONS**

\*The Board was interested in cosponsoring a forum regarding teenagers and the many serious problems associated with ingesting addictive and/or harmful drugs. However, the parents associations and law enforcement are already sponsoring forums on this topic for parents. Since the topic is already being discussed, the library will not get involved at this time.

\*New Computers are being installed at the library. Completion is expected in the near future.

**IX. ADJOURNED** - The meeting was adjourned by Bill Ehlers @ 4:30pm. The next monthly meeting is Thursday, May 15, 2014.

**Respectfully submitted Alice R. Deak, Secretary**