

**Weston Public Library
Board of Trustees**

Meeting minutes *January 13, 2020*

In Attendance

- Jennifer Warner, Director
- (Alli Palmgren, Assistant Director - absent)
- Linda DeLaney, Trustee
- Dee Freiberg, Trustee
- Emily Hutcheson, Secretary
- Joe Mullin, Vice-Chair
- Julie Panagakos, Chair
- Susan Scott, Trustee
- Cecily Cassum, AIC Board
- (Camille Schmidek, FWPL- absent)

Call to order by Julie Panagakos at 9:32 AM

Approval of minutes

- **Motion:** by Joe Mullin to approve the Minutes of December 2, 2019. **Second:** by Linda DeLaney. **Motion passed unanimously.**

Director's report

- The Weston Community League's Winterfest was a huge success, with Alli orchestrating a popular program for kids using the vinyl cutter. The WCL might like to use the AIC Reading Room again next year for the Gingerbread House display.
- The FWPL gave 4 beautiful new chairs and 2 ottomans for the periodical area, and the Staff have started rearranging that area for a fresh look. Four more chairs would be good to have.
- **Motion:** by Joe Mullin, to use up to \$10,000 from Trust Funds to purchase 4 chairs to be placed where needed. **Second:** Linda DeLaney. **Motion passed unanimously.**
- The IT Department has helped upgrade the operating system to Windows 10, and three new computers are on order to replace older models.

Scheduling All Staff Meeting

- For the past few years, we have set aside one day when the Library opens at 1 so that all Staff can meet in the morning, followed by a luncheon sponsored by the FWPL.
- **Motion:** by Joe Mullin that the Library be open from 1-9 on March 18, 2020 in order that there can be a meeting for all Staff, followed by the FWPL luncheon. **Second:** Dee Freiberg. **Motion passed unanimously.**

AIC Update (Cecily Cassum)

- Happily for us, Jean Arturi has accepted the position of Interim Manager. She will help figure out what the job actually entails and how to write the job description.
- Alli's ongoing super-human work continues to be critical in keeping the AIC running smoothly.
- A project to renovate the website design has started, and will take about 10 weeks.
- An end-of-year mailer resulted in donations of over \$4,000. Publicity remains a focus.
- We are trying out a partnership with a young company called CoCreateX. They will hold open houses on the next few Sundays and teach technology classes.

Announcements

- Julie met with the Commissioners of Trust Funds, who are figuring out the parameters of their job. They plan to meet next in February.
- Julie, Joe and Susan are planning to run for re-election in May.

Next meeting: February 3, 2020 at 9:30AM

Meeting adjourned at 11:04AM

Respectfully submitted,
Emily Hutcheson, Secretary