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