

**Weston Public Library
Board of Trustees**

Meeting Minutes *March 5, 2018*

In Attendance

- Susan Brennan, Director
- Jennifer Warner, Asst. Director
- Doris Sullivan, Chair
- (Joel Angiolillo, Vice Chair, absent)
- Denise Mosher, Trustee
- Emily Hutcheson, Secretary
- Joe Mullin, Trustee
- Julie Panagakos, Trustee

Call to order by Doris Sullivan at 9:30 AM.

- Tech Services Librarian, showed us the clever Instagram "book face" photos that she and staff are posting each week to promote awareness of the Library. After this first year on Instagram, there are now 192 followers.

Approval of minutes

- **Motion:** by Joe Mullin to approve the minutes of February 5, 2018. **Second:** Julie Panagakos. **Motion passed unanimously.**

Director's report

- The Library of Things is set to be unveiled this month.
- We wish the Administrative Assistant a happy transition to retirement in June. She and Jenn will be screening applicants for her position.

Security

- Due to the recent stabbing tragedy in the Winchester Library, security is on all our minds.
- Susan continues to report an increasing number of patrons with mental health issues. Last week she called for police assistance six times in seven days.
- Jenn presented what she has found out about security firms, and a discussion took place on various options.
- **Motion:** by Joe Mullin to allow the Director to proceed on hiring evening and weekend security people, using up to \$15,000 from Cherry Sheet and General Purpose funds until the end of this fiscal year. **Second:** Denise Mosher. **Motion passed unanimously.**
- It was decided that the Code of Conduct would be posted in a visible location.

Trustee Vacancy

- Many thanks to Denise and to Joel for their years of service on the Board!
- So far, two candidates have indicated they'd like to be considered for nomination.

Long Range Plan

- Jenn presented the Long Range Plan. It was enthusiastically received with a few corrections.

Updated Conference Room Reservation Policy

- **Motion:** by Julie Panagakos to adopt the updated Conference Room Reservation Policy. **Second:** Joe Mullin **Motion passed unanimously.**

Policy for Unattended Adults in Youth Services

- A discussion took place regarding recent problems with adult patrons wanting to remain in the Youth Services area.
- **Motion:** by Julie Panagakos to adopt the Policy for Unattended Adults in Youth Services as amended. **Second:** Denise Mosher **Motion passed unanimously.**

(See over)

Open to the Public at 1 PM on March 28, 2018

- On March 28, the Weston Police will address concerns of the Staff and review safety procedures. Afterwards, the Friends will provide a luncheon in appreciation of the Staff.
- **Motion:** by Joe Mullin to open to the public at 1PM on March 28, 2018. **Second:** Denise Mosher
Motion passed unanimously.
- Julie will draft a letter of appreciation and support to the Staff, to be signed by each Board member.

Next Meeting: April 2, 2018 at 9:30AM

Closing: Emily Hutcheson moved to adjourn at 10:40AM.

Respectfully submitted, Emily Hutcheson, Secretary