

**Woodbury Public Library  
Board of Trustees Meeting  
5/31/16  
Highland Mills Branch**

Trustees in Attendance:

Dorothy Morris, President  
Patricia Conques  
Patricia Coogan  
Ellie Pastel  
Cathy Schmidt  
Gail Tummarello  
Also present: Jennifer Bradshaw, Library Director

Trustees Absent:

Angela McKeown Cooper

The meeting was called to order at 7:00pm

**Acceptance of Minutes:**

Motion by P. Coogan, seconded by C. Schmidt to accept minutes of 4/26 meeting. All voted in favor of said motion.

**Vouchers Accepted for Payment:**

Motion by P. Conques, seconded by G. Tummarello to accept 20 vouchers for payment. All voted in favor of said motion.

**Implementation of New Library Position:**

Motion by E. Pastel, seconded by P. Conques to expand duties of Sandra Soto to provisional bi-lingual library assistant. All voted in favor of said motion.

**Allowance of Guest Passes for Library Computer Usage:**

Motion by C. Schmidt, seconded by P. Conques to allow computer usage by non residents. Granting of this privilege requires photo ID and filing of WPL computer use form. Computer time is limited to 30 minutes. P. Coogan voted against said motion; all others voted in favor.

**Budget Modification Required:**

Motion by D. Morris, seconded by P. Coogan to transfer \$850 from equipment budget to Cornell improvement budget. Transfer was required to fund engineer's assessment of Cornell branch. All voted in favor of said motion.

**Purchase of Signage for Rushmore Branch:**

Motion by C. Schmidt, seconded by P. Coogan to purchase a roll-away sign for the outside of Rushmore branch. Sign will be used to advertise programs and events occurring at the libraries. All voted in favor of said motion.

**Items discussed, not requiring motions included:**

- Installation of temporary handrail is required before back door of Rushmore branch can remain unlocked during events. This will allow attendees to park in rear of building, and free up parking in front lot.
- Mollie Sabini resigned from library 5/13.
- RoseEmma Calabrese is returning to work 6/1.
- A new calendar program has been purchased, Director is currently being trained in its usage.
- Trustees are exploring web programs used by other libraries to upgrade and maintain web pages.
- Feasibility of dividing up activities currently grouped grades 2 -5 into two separate groups; grades 2 and 3 and grades 4 and 5 would have activities geared more specifically to their interests and abilities.

**Adjournment:**

Motion to adjourn meeting by D. Morris, seconded by G. Tummarello at 9:05pm. All voted in favor of said motion.

**Next Meeting:**

Next meeting will be held Tuesday 6/28 at 7:00pm.