

**Woodbury Public Library
Board of Trustees Meeting
3/1/2016
Highland Mills Branch**

Trustees in Attendance:

Dorothy Morris, President

Patricia Conques

Patricia Coogan

Angela McKeown Cooper

Ellie Pastel

Cathy Schmidt

Gail Tummarello

Also present: Jennifer Bradshaw, Library Director

Trustees Absent:

none

The meeting was called to order at 7:30pm.

Motion to enter into executive session at end of regular meeting:

Motion by A. Cooper, seconded by E. Pastel. All voted in favor of said motion.

Acceptance of Minutes:

Motion by P. Coogan, seconded by A. Cooper to accept minutes of 1/26 meeting. All voted in favor of said motion.

Vouchers Accepted for Payment:

Motion by C. Schmidt, seconded by E. Pastel to accept 15 vouchers for payment. All voted in favor of said motion.

Tabling Discussion of Annual Report:

Motion by E. Pastel, seconded by P. Conques to postpone discussion of WPL's annual report to RCLS until 3/29 board meeting. All voted in favor of said motion.

Purchase of Digital Camera:

Motion by P. Coogan, seconded by P. Conques to approve the purchase of a digital camera to be used during library functions and activities. All voted in favor of said motion.

Direct Access Plan:

Motion by D. Morris, seconded by A. Cooper to table discussion of direct access plan to a future date. All voted in favor of said motion.

Advertising on Woodbury Community Ambulance Sign:

Motion by G. Tummarello, seconded by P. Coogan to advertise Library Week in April on the electronic sign outside of ambulance building. All voted in favor of said motion.

Items Discussed, not requiring motions included:

- Trustees, director and relevant staff are meeting with Al Fusco, engineer for CV renovations on 3/10.
- Trustees are researching online registration programs for patrons.
- David Sutz is researching alternative methods of educating town employees regarding mandated annual safety training.
- Plan for homebound ADA library services should be in place, ready for acceptance by next library board meeting.
- Trustee Pastel is researching various options for informational signs to be erected outside both library branches. Trustee Coogan has volunteered to keep the signs current, whether electronic or changeable letter variety.
- Publicity for artist program needs to be implemented.
- Plans for addition of bilingual programs should be ready for this spring.
- Appreciation was expressed to Trustees Cooper and Tummarello for their endeavors regarding director's evaluation.

Executive Session:

Library board met in executive session to discuss an issue regarding library personnel.

Adjournment:

Motion to adjourn executive session made by G. Tumarello, seconded by D. Morris. All voted in favor to adjourn.

Next Meeting:

Next meeting will be held Tuesday, March 29th.

Respectfully Submitted

Patricia Coogan