

WALKER MEMORIAL LIBRARY
Board Meeting Minutes September 26, 2019
5:00 PM – Library Westbrook Room

In attendance: Judith Reidman, Fran Fritzsche-Jensen, Alice Persons, Dawn Levesque, Marian Peterson, Roy Leighton, Nancy Heath, Andrea Mancuso, Jane Cote. Also attending: Library Director Rosemary Bebris, City Manager Jerre Bryant.

The meeting was called to order at 5:00 PM. Judith noted that the meeting is run by Robert's Rules of Order and attendees should be recognized by the President before speaking.

The Board unanimously approved the minutes of the August meeting.

Andrea asked that the director's report be sent to board members the Tuesday before our meetings, with the agenda, to give us time to read it. Marian agreed to take minutes in the October meeting since Alice can't attend.

Director's Report: Please see attached list. The board discussed each item. The security cameras were discussed. Right now there is one dead one that needs to be replaced. There is no service contract now.

Rose gave us a handout with monthly statistics for July and August 2019. We also received a flyer with October kids' activities scheduled.

Unfinished Business: See agenda. There were 20 items and we discussed them all.

Item b), upgrading the library's network, was discussed. The firewall policy will be re-examined. Item f) concerns the proposed new signs. Roy met with the Planning Department and will meet with Bailey Signs. Item h) concerns copier upgrades. The city will be doing this for all departments eventually. Item j) is about carpet replacement and painting inside the library. Public Services will get to this. Item k) concerns the walkway behind the library. Jerre has a proposed fix for the flooding and ice problem. Item m) is about the first floor space that the board would like to see used for events. We again discussed this. It is being used for Tot Time and Lap Sit now. Rose is getting reports on the bathroom upgrade and security issues. Item n) is about the laptop loan policy and public internet access policies, and the computer use and safety policy. We were given a copy of the current Internet Safety Policy. We had a lengthy discussion about updating these policies. Andrea made a motion to table this to the October meeting, Fran seconded, and the board voted unanimously to approve the motion.

Item p) concerns whose responsibility is to put out and take in the trash barrels. Rose said that the staff is working that out.

New Business: None.

No public comment was offered. There was no executive session held. Jerre told us that an upcoming executive session has to be posted and the reason for it identified.

The meeting was adjourned at 7:10 PM. The next regular board meeting will be October 17, 2019 at 4:30 PM in the Westbrook Room.

Respectfully submitted,

Alice Persons
Regent/Board Secretary