

**Weston Public Library Board of Trustees Meeting
May 12, 2025
Weston Public Library**

CALL TO ORDER

Jigar Patel, Vice-President, called the meeting to order at 6:00 PM.

ROLL CALL OF BOARD MEMBERS

Archambo, present; Armitage, present; Carson, present; Gamby, present; Patel, present; Sheperd, Absent; Sommerfeld, present.

Staff members present: Shelen Stevens, Deb Gross and Darla Froman.

Gamby made a motion, second by Archambo, to excuse Dan Sheperd from the meeting. Roll Call: Archambo, aye; Armitage, aye; Carson, aye; Gamby, aye; Patel, aye; Sheperd, Absent; Sommerfeld, aye. Motion carried.

APPROVAL OF MINUTES

Archambo made a motion, second by Carson, to approve the April 14, 2025, Regular Meeting Minutes with no additions or corrections. Roll Call: Archambo, aye; Armitage, aye; Carson, aye; Gamby, aye; Patel, aye; Sheperd, Absent; Sommerfeld, aye. Motion carried.

PUBLIC COMMENTS

Tom Zulch relayed his concerns regarding the "overdue book" letter that his wife received. He requested discretion in certain situations and encouraged a phone call instead.

FINANCIAL REPORT

Board Members indicated they had reviewed the financials and there were no additions or corrections. Deb Gross noted:

- The CD came due on April 27th and the new rate is 3.9% (slightly less than previous). Will be up again in 8 months – shorter duration resulted in a better rate.
- Moved \$100,000 from levy account to Star.
- Audit is nearly complete. Board will receive an email once finalized.

A motion to approve the Financial Reports as submitted was made by Archambo; second by Armitage. Roll Call: Archambo, aye; Armitage, aye; Carson, aye; Gamby, aye; Patel, aye; Sheperd, Absent; Sommerfeld, aye. Motion carried.

OLD BUSINESS

Strategic Plan: The Board continued discussions related to the proposed Strategic Plan. The Library Director has been including a questionnaire in books as they are checked out at both library locations to encourage engagement. Joyce Nowak has reviewed the draft Strategic Plan and has suggestions for edits. Carson reminded the

group that the board has previously discussed scheduling a special meeting so more time could be spent discussing the strategic plan. The Board continues to think it is best to wait until feedback has been gathered from the community and until the state budget funding decisions are settled. Board would like "Strategic Planning" to remain on future agendas to continue an ongoing discussion.

NEW BUSINESS

Library Standards of Behavior Policy: The Board reviewed the Library Standards of Behavior Policy and noted a couple of minor grammatical errors. Archambo made a motion, second by Patel, to accept the Library Standards of Behavior Policy with the minor corrections made. Roll Call: Archambo, aye; Armitage, aye; Carson, aye; Gamby, aye; Patel, aye; Sheperd, Absent; Sommerfeld, aye. Motion carried.

Computer Use and Access Policy: The Board reviewed the Computer Use and Access Policy. Archambo made a motion, second by Patel, to accept the Computer Use and Access Policy. Roll Call: Archambo, aye; Armitage, aye; Carson, aye; Gamby, aye; Patel, aye; Sheperd, Absent; Sommerfeld, aye. Motion carried.

DIRECTOR UPDATE

- **Program Acknowledgements:** On April 15th, John McKenzie of McKenzie's Greenhouse and Flower shop presented a program on Gardening for Success – 23 attended. On May 6th, Laura Carson presented the program: Beginning Genealogy: How to Start Your Family Tree. Handouts have been provided to those who were unable to attend, and a repeat presentation is being considered for a future date. Thank you to both presenters for their time and talent!
- **Summer Programming:** Staff has begun gearing up for the Summer Reading Program – "Color Your World". A flyer is being designed and will be distributed through the school. Some programs already scheduled include the Wood County Health Department Mobile Lab, local authors, a puppet show, and the Wood County Park District.
- **Wood County Woodlink Budget Commission Breakfast:** Board members are invited to attend the annual breakfast hosted by local Library Directors and Fiscal Officers.
- **Data Sheets:** An additional data sheet was provided that includes total count of patrons per time of day per month.

OTHER/GOOD OF THE ORDER

Carson would like more information included in promotional items to better explain what the Super Saturday and Terrific Thursday events include.

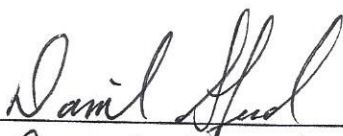
Patel provided a report on the research he has completed related to the 3D Printer suggestion being considered by the Board. Of the five options presented, Patel is currently recommending the FlashForge Adventurer 4 because of safety, ease of use, quiet operation, and affordability. Carson recommended that a plan be in place for usage, training, rules, etc. before money is spent. The Board also inquired about

insurance needs, ongoing costs, maintenance, partnership opportunities with PENTA/schools. Shelen will reach out to contacts at other library locations for plans, procedures, and policies, etc. related to 3D printing. Archambo made a motion, second by Patel, to continue researching 3D printing with other libraries. Roll Call: Archambo, aye; Armitage, aye; Carson, aye; Gamby, aye; Patel, aye; Sheperd, Absent; Sommerfeld, aye. Motion carried.

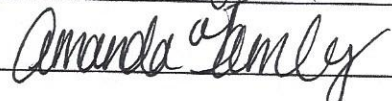
ADJOURNMENT

Carson made a motion, second by Armitage, to adjourn the meeting. Roll Call: Archambo, aye; Armitage, aye; Carson, aye; Gamby, aye; Patel, aye; Sheperd, Absent; Sommerfeld, aye. Motion carried.

The meeting was adjourned at 7:06 PM.



President Dan Sheperd



Secretary Amanda Gamby