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Library Board of Trustees
Edgartown Public Library
26 West Tisbury Road, Edgartown, MA
MINUTES

Meeting of Thursday, January 14, 2021

Meeting attendance by remote participation only due to Covid-19.

Meeting called to order: 3:02 PM

Trustees in attendance: Olga Church, Herb Foster, David Faber, Julie Lively, Denise Searle, Justine DeOliveira

Guests: Lisa Sherman, Library Director; David Ignacio, Friends of the Edgartown Library

Review of Minutes:

MOTION: To accept the minutes of the December 10, 2020 meeting.

MOTION: David Faber, **SECOND:** Denise Searle

ACTION: Unanimous, Justine DeOliveira abstained

Friends Report: David Ignacio, President, Friends of the Edgartown Library

- Last regular meeting, brief recap: Thurs. Jan. 7 @ 9:00am
 - Annual appeal letters have brought in approx. \$11,474k to date
 - Joining Edgartown Board of Trade as nonprofit member
 - Possible donor reception next summer
 - Creation of donor levels is being discussed
 - Established Herb & Anita Foster Staff Education Fund

Director's Report: Lisa Sherman, Library Director

- FY21 Budget Report reviewed
- Circulation Statistics of physical and digital materials were presented. Proportion of physical and digital spending and circulation have both shifted significantly in period from July 1 – Jan 1 in FY20 vs FY21; digital spending in that period has increased 25% over last fiscal year, and digital circulation has increased by 50%.
- Classification Study for Department Assistant was completed, and after a review of the proposal it was determined that the position will be reclassified one grade up from its current classification (from C to D). Implementation will not occur until FY23.
- Annual Report was included in the packet for trustee review. It was submitted on January 4th.

Building Operation Updates

- Prototypes of the piano plaque and a plaque in remembrance of Mary Jane (by the Friends) were provided in the packet
- Two globe lights in the children's room are out; and electrician needs to replace them.
- The Edgartown Library was mentioned in a recent article written by the MBLC's Lauren Stara about HVAC systems in the most recent issue of Library Journal.

Policies

- **MOTION:** To accept the Chromebook Lending Policy
- **MOTION:** Justine DeOliveira, **SECOND:** Herb Foster
- **ACTION:** Unanimous

Fundraising/Gifts Received

MOTION: To accept \$1,000 from the Friends

MOTION: Herb Foster, **SECOND:** Julie Lively

ACTION: Unanimous

MOTION: To accept \$4,397.67 from the Edgartown Library Foundation, to be held in the library's FFE&IT account (#3324215) to fund items outlined in the accompanying letter from the Edgartown Library Foundation. This represents the final funds from the Foundation's account.

MOTION: Herb Foster, **SECOND:** Denise Searle

ACTION: Unanimous

New Business

- FinCom budget hearing for the library is scheduled for Tuesday, Jan. 26 @ 3pm

Next meeting date: Thursday, February 11, 2021 @ 3pm

Meeting adjourned: 3:41 PM