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

Meeting of Thursday, October 8, 2020

**Meeting called to order:** 3:15 PM

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

**Noted absence:** Herb Foster

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

**Review of Minutes:**

No minutes presented to accept.

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

- Recap of last regular meeting on Thursday, Oct. 1 @ 9am. Discussion of a plaque being installed on a library bench in memory of Mary Jane Carpenter.
- A Development Committee was formed (with the addition of new Friends member Nan Jeffery, who has a background in professional fundraising.) Friends would like to liaison with the Trustees for future fundraising discussions and opportunities.

**Director's Report:** Lisa Sherman, Library Director

- FY21 Budget Report was presented
- Town Administrator financial overview and forecast for FY22: Town administrator relayed to dept heads that town revenue is down significantly over the same quarter last year. We need to be fiscally mindful of this trend in the coming year. COLA is not being considered for this fiscal year.
- MVLA status: Lisa is prepared to present a tentative plan to open the library for appointment-based visits with very limited hours, potentially starting in November, based on feedback and discussion with other island library directors in their upcoming MVLA meeting on October 23.
- New library services: The library now offers a free online tutoring service called Brainfuse, open to all grade levels, including adult learners. The library is also now offering free home delivery to all Edgartown residents, as well as Hotspots for checkout.
- ARIS report: The ARIS report was submitted to the state, and the Financial Report is due to be submitted on October 16.

- Library Policy Amendment:  
**MOTION:** Temporarily amend minimum age policy for children attending the library alone to 12 years old and older, a temporary amendment due to COVID-19.  
**MOTION:** Denise Searle, **SECOND:** David Faber  
**ACTION:** Unanimous
- Piano: Press releases announcing the gift of the piano from legendary island musician David Crohan were sent to both newspapers on October 2.

#### Building Operation Updates

- HVAC filters and UV lights have all been installed at the library. All are a COVID expense that will be applied toward Cares Act funds. It's assumed departments will not directly recoup funds spent on COVID-related expenses, but that the town as a whole will be reimbursed.
- Air quality testing: One company has quoted a price of around \$5k to conduct an air quality test on site. Lisa will explore more options.

#### Fundraising/Gifts Received

- MOTION:** To accept \$1,000 from the Friends
- MOTION:** Olga Church, **SECOND:** Justine DeOliveira
- ACTION:** Unanimous

#### New Business

- ELF update: A prioritized list of items was sent to ELF that was also shared with the board for discussion: Circ station furniture, expansion of the children's garden gate to provide a double-opening, pavers in the children's garden to create a patio space, and a new website. Final quotes on some items still to come.

Next meeting date: Thursday, November 12 @ 3pm

Adjourn

**Meeting adjourned:** 4:30 PM

Respectfully submitted,  
Lisa Sherman  
Library Director