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

**Meeting of Thursday, November 14, 2019**

**Meeting Called to Order:** 2:30 PM

**Trustees Attending:** Justine DeOliveira, David Faber, Herb Foster, Julie Lively, & Olga Church

**Noted absence:** Chris Scott

**Guest:** Lisa Sherman, Library Director

**Review of Minutes:** October 10, 2019

**Motion:** Approve minutes of October 10 as presented

**Motion:** David Faber, **Second:** Olga Church

**Action:** Approved unanimously

**Friends Report:** No one from the Friends was in attendance; Lisa reported on the Friends' last meeting.

- Friends held their regular monthly meeting on Friday, Nov. 1 at 10:30 AM
- Friends fund-raiser Dine to Donate at Lucky Hanks was on 11/15. No proceeds information yet.
- MVLA all-island Friends meeting scheduled for Thurs. Nov. 21 @ 6:00 PM
- Donation for mural book – donor gave \$150 toward the creation of a book to accompany the mural, created by Margot Datz

**Director's Report:** Lisa Sherman

- Review: FY20 Budget Report & Library Statistics
- Draft FY21 Budget: The only changes to next year's budget are an increase in books and materials spending (to meet state requirements to remain certified) and payroll.
  - Motion:** Approve FY21 budget as presented
  - Motion:** Julie Lively, **Second:** Justine DeOliveira
  - Action:** Approved unanimously
- MVLA all-island Trustees – Scheduled Wed., Nov. 20 @ 6pm, topics will include discussion about social media and photography policies, as well as meeting room policies. Fine-free libraries will also be discussed. For background, auto-renewals began CLAMS-wide on 11/12/19.

- YA Librarian Position update: development of a YA position by combining two part time LA positions was approved by the Personnel Board. A job description will be presented for their next meeting.
- Verizon pole – update. No update, Chris not present.
- Foundation funds – The Foundation would like to take the remaining funds and turn them over to the Permanent Endowment to be used by staff members for professional development. A suggestion was made that the account be set-up to allow for contributions.
- Tryon pastel – update: it's finally back at the library after spending 13 years at Williamstown Art, and is hanging in the board room.
- Herb – Schmooze with a Guest @ the Library – update: After some discussion, it was decided to implement *Coffee with a Trustee* one Saturday a month starting in January 2020.
- Staffing – updates. If approved, we will fill in with substitutes
- VOTE: 2019 Library Holiday Schedule  
**Motion:** Approve the 2019 Library Holiday Schedule, as presented  
**Motion;** Julie Lively, **Second:** David Faber  
**Action:** Approved unanimously

**Library Policies:**

No policy drafts to review for this meeting. Lisa will review all policies and draw up a schedule that will include a list of updates with a staggered approval timeline.

**VOTE: 2021 Action Plan**

**Motion:** To approve 2021 Action Plan as presented  
**Motion:** Justine DeOliveira, **Second:** Olga Church  
**Action:** Approved unanimously

**Building Updates and Issues:**

- Generator update  
 Lisa attended the Capital Projects Committee's meeting to present the installation of a generator at the library. It was requested that grant opportunities be pursued to offset the expense. Lisa will work with Ian Catlow at Tighe & Bond (via the wastewater department) as well as the Fire Chief to coordinate this effort.

**Fundraising/Gifts Received:**

**Motion:** Accept \$1,000 from the Friends and \$200 from Sandpiper Realty  
**Motion:** Julie Lively, **Second:** David Faber  
**Action:** Approved unanimously

**Meeting Adjourned:** 3:48 PM

**Next meeting:**

**Date:** Thursday, December 12

**Time:** 3:00 PM

Respectfully Submitted,  
 Herb Foster,  
 Secretary to the Library Board of Trustees