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

Meeting of Thursday, February 13, 2020

Meeting called to order: 3:00 PM

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

Noted absence: Denise Searle

Guests: Lisa Sherman, Library Director; Patricia Correia, Friends of the Edgartown Library

Review of Minutes:

Motion: Accept minutes of January 9, 2020 meeting as presented

Motion: Olga Church, **Second:** Julie Lively

Action: Accepted unanimously

Friends Report: Patricia Correia, Friends of the Edgartown Library

- Friends' last regular meeting, was (as usual) well attended. The meeting was held on Friday, February 7, 10:30 AM at the library
- On March 5, Dine to Donate at Offshore Ale --- 11:30 to 4:00 PM & 5:00 to 8:30 PM – there will also be a Silent Action, with Offshore Ale donating two of several raffle items
- Upcoming events include Pink and Green Open House on 5/9 and the Friends' Annual Meeting on 6/9.
- Friends are in the process of creating an annual spending plan. To date, the annual appeal letter has produced greater support than last year.
- This year, the Friends have received another grant from the MA Cultural Council. Grants from the Martha's Vineyard Savings Bank and Rotary Club of MV are pending.
- Trustees thanked Patricia for the great work and support of the Friends

Director's Report:

Review: FY20 Budget Report & Library Statistics

- This fiscal year, approximately \$3400 has been expended to repair damaged/faulty shelving (support plank and new caster installation on many 1st floor units)
- Personnel requested to utilize library funds to cover Nis Kildegaard's final vacation payout. FinCom is expected to reimburse the library's budget in the coming weeks.
- Materials spending is on track this year due to the ongoing increase in demand of digital titles.

Staffing – update:

- Lisa has made an offer to a candidate to fill the reference position.

Library Policies:

Motion: Vote to approve the following library policies, as amended:

- Circulation Policy (revision to reflect fine-free and auto-renewals)
- Instrument Lending Agreement (revision)
- Pilestone Tp-012 Color Bind Glasses Lending Agreement (new)
- Social Media Policy (new)
- Photography and Video Policy (new)

Motion: Julie Lively, **Second:** Olga Church

Action: Approved unanimously

Building Updates and Issues:

- Capeway Roofing were on-site Jan. 15, and repaired all five identified roof leaks: Children’s room clerestory, kitchen near the AV cabinet, Staff workroom near the first window, corner conference room, and 2nd floor ceiling near FIC ELL
- A follow-up maintenance visit will be scheduled for May 2020

Fundraising/Gifts Received:

Motion: Accept \$1,000 from Friends

Motion: Olga Church, **Second:** Justine DeOliveira

Action: Approved unanimously

Old Business:

- There was discussion as to whether the Trustees wanted to be available to schedule another Coffee with the Trustees event. It was noted that no patrons showed up at the event in January, but the Trustees who attended enjoyed talking with one another. The discussion led to the Trustees agreeing to attend more library programs and to be introduced as a Trustee at the event to give the public an opportunity to interact. Music on the lawn was identified as a particularly good opportunity for casual engagement with patrons.

New Business:

- There was discussion regarding the development of a landscaping RFP/bid and starting to plan that project. Julie requested to add this as an agenda item for the next meeting. In the meantime, Lisa will contact the Procurement Officer to start the process.

Next meeting:

Date: Thursday, March 12, 2020

Time: 3:00 PM

Meeting adjourned: 4:19 PM

Respectfully submitted,
Herb Foster
Secretary to the Trustees