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

Meeting of Thursday, March 11, 2021

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

Meeting called to order: 3:05 PM

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

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

**Review of Minutes:**

**MOTION:** To accept the minutes of the February 11, 2021 meeting.

**MOTION:** Julie Lively, **SECOND:** David Faber

**ACTION:** Unanimous

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

- Last regular meeting, brief recap: Thurs. March 4 @ 9:00am
  - Total balance of all Friends funds is approx. \$89k, which is about \$12k more than this same period last year. This is due to the establishment of the Herb and Anita Foster Staff Education Fund, as well as the increase in general donations from the Annual Appeal letter.
  - Dolly Parton's Imagination Library was launched and currently has six children signed up.
  - Dev. Cmte is still discussing creating giving categories.
  - Friends will be participating in Pink & Green Weekend this year, either downtown or on the library's lawn. They are working with the Board of Trade. There will be a plant sale, raffle, and merchandise sale (ie coasters)
  - The Frederick Douglass reading cost (filming/editing) will be \$1200 this year, and the Friends will contribute \$300 toward this expense.
  - Strategic Planning is in its beginning stages; some initial concepts are being discussed.

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

- FY21 Budget Report reviewed. The maintenance line item has been heavily used this year, and has a remaining balance of \$5,703. A significant maintenance expense this year was the installation of UV lights and charcoal filters throughout the building to improve HVAC and air quality. That expense totaled approx. \$13,300.

- MVLA – next meeting of the directors is scheduled for Friday, 3/19 to discuss status and building re-opening plans. The town has given Lisa permission to fill the two vacant 18-hr part time positions, and she will post the ad for those in the coming weeks. The goal is to have those employees train in the spring so that they will be proficient during what is anticipated to be a busy summer season. Lisa is planning for expanded curbside pickup hours the week starting April 5 (10am-5pm, Mon-Sat), and then offering appointment-based visits three days per week starting the week of April 12<sup>th</sup> (10am-2pm, Tue, Thu, Sat).
  - The library staff is hoping to hold a soft opening with Trustees and Friends during the week of April 5<sup>th</sup>, dates and time slots are to come.
- The website redesign is at the build stage, and Lisa shared a preview with the board via a shared screen. The estimated timeline of the rollout is approximately six weeks.
- The board discussed the open board seat left by the great Herb Foster following his death on February 26<sup>th</sup>. David Faber relayed a phone call with former library reference librarian Nis Kildegaard, who has expressed interest in filling the remainder of Herb's term.
  - **MOTION:** To submit a letter to the Board of Selectmen to endorse the appointment of Nis Kildegaard to the open library trustee seat.
  - **MOTION:** David Faber, **SECOND:** Olga Church
  - **ACTION:** Unanimous
- Lisa announced to the trustees that Sunday, March 21<sup>st</sup>, 2021 marks the fifth anniversary of the new library's opening day.
- Lisa let the trustees know that she has ordered and received six copies of the MBLC's Trustee Pocket Guide, for anyone who would like one.

#### Building Operation Updates

- Plaque update: Mary Jane's plaque is finished, and Alan Gowell still needs to install it. The piano plaque is still in production; a plastic one was produced and Lisa asked that it be redone in a metal material.
- **MOTION:** To form a Library Landscaping Committee, consisting of (3) Library Trustees (Julie Lively, Denise Searle, Justine DeOliveira), (2) Staff Members (Elyce Retmier, Virginia Munro), and the Library Director (Lisa Sherman)
- **MOTION:** David Faber, **SECOND:** Olga Church
- **ACTION:** Unanimous

#### Fundraising/Gifts Received

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

#### New Business

- Denise wished to bring up for discussion ideas for ways in which to honor Herb Foster. Lisa mentioned that she had received the idea from a member of the community to name the library Board Room in his honor, and the entire board responded positively to the idea. It will be discussed further at a future meeting.

- Justine noted that Elyce has been doing a phenomenal job in the children's room, and that her children have been excited about taking advantage of all the book displays and craft offerings.
- The board inquired with Lisa about the possibility of holding future board meetings either outdoors or in the Program Room with proper safety measures in place. Lisa said that she would follow up with an inquiry to the Town Administrator and BOH Agent to get clarification on whether or not this is acceptable to do.

Next meeting date: Thursday, April 8, 2021 @ 3pm

**Meeting adjourned:** 3:59 PM