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

Meeting of Thursday, Jan. 13, 2022

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

**Meeting called to order by Justine DeOliviera:** 3:07 PM

**Trustees in attendance:** Justine DeOliviera, David Faber, Nis Kildegaard, Olga Church, Julie Lively, Denise Searle

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

**Review of Minutes:**

**MOTION:** To accept the minutes of the Dec. 9, 2021 meeting.

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

**ACTION:** Unanimous

**Friends Report:** David Ignacio summarized the organization's meeting of earlier that day. The Friends' open house program during the Christmas in Edgartown weekend was a success, he said, raising some \$550. To date the Friends' annual appeal has raised about \$12,500. He said they had discussed at some length, that morning, ways to attract new members to the organization. "I do think we're getting a little more visible" in the community, he said.

Lisa noted that several substantial donations to the Friends have recently been received in honor of Virginia Munro, the library's program coordinator, who will soon be retiring. "It's a testament to the programming she's been doing," Lisa said.

David mentioned, and Lisa confirmed, that the dedication of the Herb Foster plaque for the meeting room, originally set for Jan. 31, has been postponed.

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

- Lisa reviewed the status of the budget six months into this fiscal year. The trustees agreed that everything seems to be on track. She said that foot traffic into the library increased slightly in December, due primarily to activity in the Children's Room on school-day afternoons and to the extra traffic for the open house.

- Lisa said she'll meet with the financial advisory committee at 3 p.m. on Thursday, Jan. 27 to present the library's proposed budget for the next fiscal year, and she invited any interested trustees to attend.
- Lisa said the proposed generator for the library has been placed on the annual town meeting warrant.
- Lisa asked the trustees for guidance on the frequency of updates they'd like to receive on the HB Fund. The Trustees agreed that quarterly updates would be fine. In her most recent report, the fund stood at \$736,358, having grown by almost \$95,000 thus far in this fiscal year.
- Lisa noted that papers for candidacy in this year's town elections are due to be completed and returned by Feb. 24 to the town clerk; Justine and Olga are up for re-election this year.
- Lisa reported that Doris Ward recently visited her office to say that she has some money left from the funds she raised for the memorial compass rose on the library's front walkway, and that Doris proposes to spend that remaining money (about \$900) on a small bronze plaque explaining the project. The trustees were generally supportive; there was a brief discussion of whether a spot outside the building or perhaps in the front entryway would be best for locating an explanatory plaque.
- Lisa shared the good news that the Edgartown Library has been named a 3-Star Library for the second consecutive year by Library Journal. Our library is one of only 14 across the commonwealth to be so honored.

#### Building Updates:

- Lisa said that the long-awaited removal of the old utility pole in the entrance sidewalk on the West Tisbury Road, is nearly completed. The pole is gone, and the highway department will cement over the hole when warmer weather arrives.
- Lisa said that Mike Lynch has sent a crew which has completed about \$4,500 of work to address the roof leaks. "Now we'll just watch," she said.
- The back door problem and the water bottle station are still projects ongoing, Lisa reported. A plumber visited last week to repair the toilet in the men's restroom. "These are expenses that are going to impact us," she said. She also noted that the library's book drop was recently vandalized by a "tagger" with spray paint.
- Lisa presented a proposed library policy for rental of a DVD-blu-ray player.

**MOTION:** to accept the policy as written.

**MOTION:** Nis Kildegaard, **SECOND:** Olga Church

**ACTION:** Unanimous.

#### Library Landscaping Committee Report:

- The committee has received a second proposal from a prospective landscaper, and hopes to make a decision soon so this project can move forward soon, Lisa said.

#### Fundraising/Gifts Received:

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

New Business:

David Faber asked Lisa whether there have been any staffing issues at the library related to the COVID pandemic. Lisa said two staff members have recently been told to stay out because immediate family members tested positive for the virus. "I've actually spent quite a bit of time this week navigating how we do this," she said. Sorting out the guidance being given by the personnel board, the board of health and the town administrator has been complicated, she said, with lots of emails and phone conversations. Everybody in town government gets 5 days of COVID sick time, Lisa said – "and after you've burned through that you start using your accrued sick time."

Lisa noted that Vineyard Haven and West Tisbury libraries recently closed to the public and reverted back to curbside pickup because of staffing COVID issues. She said it looks like she'll just have to see what scenarios unfold and seek specific guidance from town hall when they do.

There being no further new business, the meeting was adjourned at 3:43 p.m.

**Next meeting date:** Thursday, Feb. 10, 2021.

*Respectfully submitted,  
Nis Kildegaard, secretary*