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

Meeting of Thursday, Dec. 14, 2023

In the Foster Room

**Julie Lively** called the meeting to order at 3:33 p.m.

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

**Absences:** Maggie Morrison

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

**Review of Minutes:**

Action on November's minutes was deferred until the Trustees' next meeting, because with Maggie Morrison absent, and David Faber and Julie Lively not having attended in November, there were insufficient votes present for approval.

**Friends Report:** David Ignacio said the Friends' Open House program on Christmas in Edgartown weekend, with its new and simplified format, went well. He said the Friends sold most of the poinsettia plants so generously donated by Donaroma's Nursery. Looking ahead, the group is actively planning for its annual Herb Foster celebration on Saturday, Feb. 3, 2024. David said the annual appeal letter of the Friends has so far yielded more than \$6,700 in donations, ahead of this date last year.

**Director's Report:** Lisa Sherman

- Lisa shared statistics on foot traffic into the library in November, which continue to be up from the previous year and close to the library's pre-pandemic numbers.
- Lisa said the looming news is that Alison Leslie, the Edgartown Library's technical services librarian (and a member of the staff for almost a quarter-century), is retiring on Dec. 21. This will immediately impact how the library handles its books and materials budget, she said, because Alison has played a central role in ordering.
- Lisa said the state has just sent in the first half of its library funding for this year, a sum of \$5,669.15. She will ask the trustees for a formal vote next month to accept the state gift. The state gift, she explained, is based in part on population served, in part on "nonresident circulation," how much the library's materials are shared

with other library patrons across the state – and it also includes a disbursement from the state lottery.

- Lisa shared a preliminary budget for fiscal 2024-2025 which shows an increase of 1.64 percent before adding in the cost of the town's Cost of Living adjustments, and a resulting adjustment in the state's mandated books and materials spending line. The preliminary budget total is \$1,136,325.56.

**MOTION:** to approve the preliminary budget as prepared by Lisa.

**MOTION:** David Faber, **SECOND:** Olga Church. **ACTION:** Unanimous

- Lisa said she had recently met with other Island library directors, and that one of the topics they discussed was how the libraries charge for printing by patrons. To bring our policy more in line with neighbor towns, she proposed we set a new policy of 10 free pages per patron, and 25 cents per sheet after that.

**MOTION:** to approve the new printing policy as proposed.

**MOTION:** Nis Kildegaard, **SECOND:** Olga Church. **ACTION:** Unanimous

- Lisa said that Matt Millard visited the library to consult on its HVAC systems, which are still not working right – but learned that Matt's expertise is in systems for residences and small business, not commercial equipment like that serving our library. She will continue to work on solutions for servicing these important library building systems.
- Lisa said plans are advancing for a trip by the library's full-time staff to the annual convention of the Public Library Association in Ohio on April 2-6.

**MOTION:** to approve closing the library from Tuesday, April 2, through Saturday, April 6, for the staff to attend the Public Library Association's 2024 Conference in Ohio.

**MOTION:** David Faber, **SECOND:** Denise Searle. **ACTION:** Unanimous

- **MOTION:** to pay for the balance of costs for this conference, after grants and gifts from the Friends organization and its Herb Foster Fund, from the state's library incentive funds.

**MOTION:** Nis Kildegaard, **SECOND:** Olga Church. **ACTION:** Unanimous

- Lisa shared progress on planning for the library's landscaping project: Estimating its cost has been complicated, she said, because state prevailing wage laws will apply to all the labor involved. She asked for a vote by the trustees requesting that an article be placed on the spring 2024 Annual Town Meeting warrant, "To see if the Town will vote to appropriate from Free Cash the sum of \$400,000.00 to fund a portion of the Library Landscape Design Project, said sum to cover just under half of the total cost of the project. Remaining funds will be expended from library gift funds."

**MOTION:** to submit the warrant article as written.

**MOTION:** Nis Kildegaard, **SECOND:** Denise Searle. **ACTION:** Unanimous

- Lisa asked the trustees to allocate a spending threshold from the HB Fund toward the landscaping project. Nis started the conversation by saying he would be comfortable with an expenditure of \$600,000 from the HB fund. The trustees voted, after discussion:
- **MOTION:** to allocate as much as \$600,000 toward the landscaping project from the HB Fund, on condition that the town first agrees to contribute \$400,000 toward the project as a capital expense and \$100,000 from Community Preservation Act funds.
- **MOTION:** Nis Kildegaard, **SECOND:** Olga Church. **ACTION:** Unanimous

**Fundraising/Gifts Received:**

**MOTION:** To accept gifts totaling \$1,500 from the Friends of the Library.

**MOTION:** David Faber, **SECOND:** Olga Church. **ACTION:** Unanimous

The meeting was adjourned at 4:37 p.m.

**Next meeting date:** Thursday, Jan. 11, 2024 – in person at the library, beginning at 3:33 p.m.

*Respectfully submitted,  
Nis Kildegaard, secretary*