

Library Board of Trustees

Edgartown Public Library

26 West Tisbury Road, Edgartown, MA

**MINUTES**

**Meeting of Thursday, June 8, 2023**

In the Foster Room

**Julie Lively** called the meeting to order at3:34 p.m.

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

**Guests:** Lisa Sherman, Library Director

**Review of Minutes:**

**MOTION:** To accept the minutes of the May 2023 meeting.

**MOTION:** David Faber, **SECOND:** Maggie Morrison

**ACTION:** Unanimous

**Friends Report, and Library Programs:**  The Friends will hold their regular monthly meeting, and the group’s annual meeting, in person at the library beginning at 9:30 a.m. on Friday, June 16. Lisa reported that the Friends have given $19,300 in support of library programs this fiscal year; the library, meanwhile, has spent $32,000 on programs through the end of May in this year (the added funds coming from gift accounts). The breakdown, Lisa said:

$16,600 on adult programs,

$6,300 on programs for children and teens,

$7,200 on food and program supplies,

$1,900 on MLA support and vintage library cards.

Lisa will be reviewing all this with the library’s new program coordinator, Emily Becker – looking at patterns of program attendance and costs over the year. Asked for her perspective as she looks at the year, Lisa said she thinks it’s time for the library to cut back on its online program offerings, and that she’d like to see the library taking more advantage of its new piano with concerts in the program room.

**Director’s Report:** Lisa Sherman

* Lisa discussed the business of closing out the fiscal year for the library in these final weeks of June.
* Lisa said that the upstairs HVAC system should be repaired and working in the next few days, and that the basement control panel has been disconnected so that upstairs air can be controlled directly from thermostats there. Looking ahead, Lisa said, the vendor has proposed putting together a set of backup spare parts so that future repairs to the HVAC system can be made more rapidly.
* Lisa reported that the library foot traffic count was up in May, and she shared new numbers tracking the issuance of new library cards. The new card numbers shine a dramatic light on the seasonality of life at the library: this year’s recorded high was 118 new cards in July, and the low was 14 new cards issued in February.
* Lisa has looked through library records to see patterns of staff turnover across the years. From 2007 to 2012, with nine people on staff, there was one person who retired and one (Elyce Retmier) who was hired. By contrast, the library now has a full-time staff of eight people and four part-time, and “since 2021,” Lisa said, “we’ve had nine people come through who don’t work here anymore in our part time jobs.” There’s a considerable amount of staff turnover now compared to as recently as a decade ago, she said. There was general agreement that staffing is either a problem or a crisis for every municipal department, including the schools, in Edgartown.
* Lisa read a delightful selection of April notes from the “happy notes” box which has been kept for the past few months in the Children’s room. Among them:
“You guys are very good librarians and I always feel welcome.”
“The library is the best, and the best place to hang out.”
“I like the free books.”
“You are kind.”
“My favorite people here are Chris, Elyce, Rosa and Lisa.”
“The Children’s part of the library is so cool.”
“Thank you for being awesome.”
“Make a water park.”
“Give out food.”
* The Trustees reviewed and discussed the proposed Program Development Policy, which had first been presented to them in May.

**MOTION**: to accept the new policy as written:
**MOTION**: Nis Kildegaard, **SECOND**: Olga Church
**ACTION**: Unanimous

* The Trustees reviewed a draft of Lisa’s annual review form.
**MOTION**: to accept the document as amended:
**MOTION**: Julie Lively, **SECOND**: Denise Searle
**ACTION**: Unanimous
* The Trustees reviewed a new policy on lending of binoculars.
* **MOTION**: to accept the new policy as written:
**MOTION**: Denise Searle, **SECOND**: Julie Lively
**ACTION**: Unanimous
* Landscaping report: Lisa shared images of a new option for fencing in the children’s area behind the building, and this was well received. She forwarded the images to the landscape architect, Dharshini Joseph, who also responded positively to the recommendation.

**Fundraising/Gifts Received:**

 **MOTION:** To accept $1,500 in support of library programming from the Friends of the Library.

**MOTION:** Olga Church, **SECOND:** Denise Searle

**ACTION:** Unanimous

The Trustees also reviewed the final contract laying out terms of a generous gift from the Young family in memory of Arthur and Nancy Young. The Young family will make gifts of $50,000 immediately upon the Trustees’ acceptance of the contract, and another $50,000 payable in three annual installments of $16,666. The gift is earmarked to utilize for the landscape design project.

**MOTION:** To accept and sign the contract as written
**MOTION**: Olga Church, **SECOND:** David Faber
**ACTION**: Unanimous

The meeting was adjourned at 4:38 p.m.

**Next meeting date**: Thursday, July 13, 2023 – in person at the library, beginning at 3:30 p.m.

*Respectfully submitted,
Nis Kildegaard, secretary*