

WEST TISBURY LIBRARY BOARD OF TRUSTEES MEETING  
March 13, 2008

Attending: Trustees: Leslie Baker, Linda Hearn, Hermine Hull, Virginia Jones, Dan Waters  
Library Staff: Beth Kramer, Colleen Morris  
Public: Cynthia Riggs, Susan Wasserman

The meeting was opened at 7:00 pm by Hermine Hull, Chairman.

MINUTES: The minutes of the February 14 meeting were approved as amended by the Trustees present at that meeting. Linda Hearn and Dan Waters abstained as they were not present at that meeting.

COMMITTEE REPORTS:

**Friends' Report:** Susan Wasserman said she had discussed the Franklin gift of \$50K with the Franklins to see if there was a specific project they wanted the money used for. They responded that they would be interested in seeing the proposals the Friends' thought appropriate. They might like it to be something Betty Franklin's name could be on.

She also had an update from Lee Revere on this year's booksale. She said we had received more books and they were of a superior quality.

Lee and Diana Manter have found a project that would send extra copies of books received for the booksale to Africa. There is a collection point in Falmouth.

The Friends' Annual Appeal letter has been proofed and is ready to send with a new brochure designed by Dan Waters. They will also have bookmarks with information on how to join the Friends'.

Susan also said that she, Ginny, Dan and Hermine would meet Friday, March 14 to choose the final list of names of citizens who would be asked to be on the Strategic Planning Committee.

**Librarian's Report:** Beth Kramer

- Beth attended her third Strategic Planning Class today.
- The State has awarded the library \$170.99. Last year the Board of Library Commissioners announced that a percentage of matching funds for monies given to the library by the public would be given periodically to each library that qualified. This might possibly be for 5 years.
- Lower Level Moving: The lower level will be closed Monday, possibly for several weeks. Nelia has figured space and book movement logistics to rearrange the downstairs for better visibility, safety, and make room for a desk in that area. Beth thanked Mike Hull and Jesse Oliver for all the work they have done reconstructing the shelves and helping with the move.
- The library has received an Equal Access Grant from the Federal Government in the amount of \$5K. This will be used for:
  - Large print books
  - Tutorials for computer use
  - Assistance with the Howes House "Books on the Move" project
  - Assistance in setting up the new hospital Information Center
  - Updating the library health collection.
  - Train staff on health reference

## OLD BUSINESS:

Warrant Articles: Beth attended the FinCom discussion on the library's warrant articles. Article #8 for extra staff downstairs passed 3-1. Article #9 asking for an additional 5 hours of funding was voted 2-2 and Article #10 the Dog Tax money in the amount of \$2,624.46 was passed unanimously. Hermine asked the Board if we should go forward with these articles as listed on the Warrant or cut hours and remove articles from the Town Warrant now. Dan asked if we would have repercussions later if we went against the wishes of the FinCom. Linda said she thought it was the FinCom's responsibility to reduce Town spending as much as possible, but it was Trustees' duty to run the library at the will of the Town citizens and they should be allowed to vote on these articles. After a short discussion the Board decided to leave the Town Meeting articles as they were.

By-law Changes: Article VI, Section 2 voted on last month by the four Trustees present was revoked and approved by the Trustees.

Article II, Section 3A was passed 2-1 last month but needed to be revoked by the Board. Board members discussed the merits of this addition to Section 3A with some thinking it was unnecessary and some feeling that 3A and 3B were redundant. Dan recommended withdrawing Articles I, Section 3A and 3B and tabling it until next month's meeting.

Ginny read Article VI, Section 3 of the by-laws which stated that "*The bylaws may be amended by a majority vote of all members of the Board provided written notice of the proposed amendment shall be mailed to all members at least ten days prior to the meeting at which such action is proposed to be taken.*" Susan Wasserman noted that since all members were not present at last month's meeting, the first vote was not legal. Therefore, according to our by-laws, neither vote last month was legal and Article VI, Section 2 needed to be withdrawn also.

Strategic Planning: The second planning meeting will be on Friday. Susan collated the list alphabetically. There is a list of first choices and an alternate list to be used if several people on the first list decline. Originally the list had over 120 names and this has been reduced to 55 names. Dan and Susan have worked on the invitations which will be sent out to each person who accepts by telephone. This is planned to be a Community Event and will be held April 30. Trustees and Friends are invited to observe, but not participate so that more citizens of the town can be on the panel. The Friends have offered \$500.00 for expenses.

Upcoming Meetings: The Trustees Retreat will be April 23 in the morning. On April 30, the Strategic Planning, with Cheryl Bryan as facilitator will take place in the morning. Staff Orientation with Cheryl Bryan will be held April 30 in the afternoon. The library will be closed in the afternoon on April 30.

## NEW BUSINESS:

Nominating Committee: Hermine said she had picked a Nominating Committee to choose next year's slate of officers to be elected at the April meeting. She said she had chosen Leslie and Ginny for this committee. Dan asked why everyone on the Board could not be on the Nominating Committee. Hermine said it was customary to have a committee of two Trustees and that any Trustee could nominate someone different from the floor if they so desired.

Policy Sub-committee: Dan read the Policy Committee Report on the 'Circulation and Materials Policy' to the Board. (It is lengthy and a copy is attached to these minutes).

The Board then proceeded to discuss pages 3-9 of the Policy Manual. Ginny passed out to the Board several editing changes to the draft we had been given explaining that she was proposing some changes to clarify the wording and would like to change the order of the policy Sections. Dan said he would like the Committee Report he gave to stand as presented. However, he decided to withdraw his request to discuss the Circulation and Materials policy. It was suggested that the committee look at the suggested edits and present to the Board next month. Ginny agreed to work with the Sub-committee to make any necessary revisions.

Poet Laureate: Beth announced that Dan Waters is being considered by the committee for a third year as Poet Laureate. He has agreed to serve for one more year as he has not been able to do as much as he would like to promote poetry in West Tisbury.

Art Wall Frames: Leslie said the Art Committee would like to buy frames to be used for work that is unframed. This would be for documents, photographs and particularly for children's art so that it could be appropriately hung at our library.

April Meeting: Our April meeting cannot be held as normally scheduled as it is election day. It was suggested that April 24 might work for everyone. Hermine will send an e-mail to everyone so they can consult their calendars.

CORRESPONDENCE: None

COMMENTS FROM THE PUBLIC: None

Hermine asked for a motion to adjourn – Dan so moved and Linda seconded. The meeting adjourned at 9:15 pm.

Respectfully Submitted,

Linda M. Hearn, Secretary