

**MINUTES**  
**West Tisbury Library Board of Trustees**  
**Tuesday, July 21, 2009**  
**at the West Tisbury Public Library**

**In Attendance**

**Trustees:** Hal Garneau, Melissa Hackney, Linda Hearn, Hermine Hull, Ginny Jones, Dan Waters

**Director:** Beth Kramer

**Public:** None

The meeting was called to order at 7:01 p.m.

**Minutes**

After brief discussion, Ginny Jones moved that the minutes from the meeting of June 11, 2009 be approved with minor changes. Hal Garneau seconded the motion. The motion passed unanimously.

No Friends being present, there was no Friends Report.

**Librarian's Report**

Beth Kramer reported an 8% year-over-year increase in patron visits (up 887) for the month of June. In the Fiscal Year ending in June 2009, the library served 17,000 more patrons — an increase of more than 17% over FY '08. There was a 29.7% year-over-year increase in circulation for the month of June. In the Fiscal Year ending in June 2009, the library's circulation was up 30% over FY '08, with resident use up 37%. Library programs were up 68.2% over June 2008, or 21.8% for the Fiscal Year. Program attendees were up 186% over last June, 47.9% over FY '09. Total patron activity was up 30% over June of 2008, and up 32% for the Fiscal Year.

Beth reported that the library paid Colleen and Steve for extra time spent on programming and website work, with the balance returned to the town. Beth explained that she had promised the FinCom that the library would return any additional unused pay for an Assistant Librarian if we received a grant.

At the recent ALA convention, Beth said, she attended workshops on rural libraries; social networking and other technical trends; audiobooks for Young Adults and Children; inexpensive teen programs; the role of regional library cooperatives and broadband; tech support as reference; leadership; and poetry. Beth reported that the staff continues to work on the health reference section with Martha's help. The library has purchased many new gardening reference books at Laura's suggestion, and the acquisitions seem to be very popular with patrons. Periodical circulation was up more than 100% last month and more than 41% for the year, now that Nelia is working with a new periodicals distributor. Beth will be attending a Massachusetts Board of Library Commissioners (MBLC) conference on Library Leadership next week.

**Bylaws**

In old business, Ginny moved to amend Article II of the Trustee Bylaws as proposed by Dan. Hermine seconded the motion. During discussion, Melissa offered an amendment to the

description of the Vice-Chairperson position. The amendment was seconded by Ginny, and passed by unanimous vote. The motion to adopt the amended Article II then passed unanimously by voice vote. Dan said he would retype and circulate the new Trustee Bylaws before the next meeting. Melissa said she would review the Bylaws in their entirety, in the fall, and may suggest further revisions to bring them into line with real-world board practice.

### **Election of Treasurer**

With the adoption of the new Article II of the Bylaws, Hal pointed out that it was now necessary to elect a Treasurer. Hermine nominated Hal to the position and Ginny seconded the nomination. The voice vote was unanimous.

### **Computer Policy**

Dan moved to adopt the “Provision of New Technology for Public Use” policy as revised by Melissa. Ginny seconded the motion, which passed unanimously. Beth circulated a printout of the current terms and conditions statement which patrons must agree to before using a library computer.

In a discussion of “Wireless Access” policy, several changes in wording were made after which Dan moved to adopt the amended policy. Hal seconded the motion, which passed unanimously.

### **Policy on Public Access to Library Records**

Beth distributed a revised policy on “Public Access to Library Records” for consideration by the board. Expressing concern that the proposed wording was focused too narrowly on the USA PATRIOT Act, and that the policy attempted to paraphrase and interpret Federal law, Dan moved to table discussion of this policy until Melissa can review it further. The motion was seconded by Linda, and passed unanimously.

### **Volunteer Committee**

In a brief report on the Volunteer Committee, Beth said that training is on hold while library volunteers are currently engaged with the Friends’ Summer Book Sale.

### **Long-Term Goals**

In a continuing discussion of the library’s long-term goals, Dan said he had spoken to several members of the West Tisbury community who indicated willingness to serve on a library foundation. This was in response to Melissa’s asking, at the June meeting, whether the board was certain of community support for the undertaking. Ginny noted that there are several public resources, including annual reports from Island non-profits and the Martha’s Vineyard Donors Collaborative, that could provide information useful to building a foundation. Hal asked what, if anything, the board should be doing at this early stage, to help the process along.

Melissa responded that she has been working on the 501 (c) 3 filing, and to this end has been researching library foundations on the Cape and Islands, specifically the Edgartown Library Foundation. However, there is a lot of disparate information to gather and it will take time. The tax-exempt filing process can take eight to 12 months. Melissa said she may have more information in September, in time for the board’s October meeting. In the meantime, she said, the fiduciary responsibilities of a foundation are fairly heavy and the legal requirements so stringent

as to necessitate professional guidance. It might be appropriate, she said, to begin a preliminary conversation with the Martha's Vineyard Savings Bank to see what help they might be able to provide as investment advisors. Dan suggested waiting till September, when things are quieter.

Beth said she'd had a conversation with Ann Larsen, former MBLC architectural advisor, about the steps toward library expansion. Ms. Larsen suggested the formation of a Facility Needs Committee which would eventually evolve into a Building Committee. Hal moved that the board form such a committee, and that the committee include Beth, two trustees, a member of the (now dissolved) Space Needs Committee, a member of the Capital Improvements Committee, and perhaps a community member with construction experience. Melissa seconded the motion, which passed unanimously.

For now, Linda appointed Hal and Ginny as the two trustees on the Committee, on which she will serve in ex-officio capacity. They will meet and discuss other possible Committee participants, and report back to the board.

### **Other Business**

Reminding the board of the Volunteers Appreciation Party to be held August 5th from 6 to 8 p.m. at Linda's house, Beth asked trustees to bring food or drink of their choice. She said she has asked the Friends for funds for this event, and that Nelia and Colleen will bring drinks.

### **Correspondence**

Beth summarized a letter from the MBLC, stating that they have created a new category which allows libraries our size to spend 19.5% of their budget on materials (down from 20%). Income from grants and other revenue sources may now be applied to materials. The MBLC also has given our library initial approval for a \$10,000 Readers Advisory grant, contingent on state funding. There were two thank-you letters, one from the Oak Bluffs Library thanking our library for the Mother Goose on the Loose program, and the other from the Martha's Vineyard Public Charter School thanking Nelia for her help with the school library.

A motion to adjourn, duly seconded, was made at 8:30 p.m.

Respectfully submitted,  
Dan Waters  
Clerk