

MINUTES
West Tisbury Library Board of Trustees
Tuesday, September 8, 2009
at the West Tisbury Public Library

In Attendance

Trustees: Hal Garneau, Melissa Hackney, Ginny Jones, Dan Waters

Director: Beth Kramer

Public: None

Absent both the Chair and the Vice-Chair, Treasurer Hal Garneau called the meeting to order at 7:05 p.m.

Minutes

Ginny Jones moved that the minutes from the meeting of August 11, 2009 be approved as submitted. Melissa Hackney seconded the motion. The motion passed unanimously.

No Friends being present, there was no Friends Report.

Librarian's Report

Beth Kramer gave a brief report, saying that circulation was up about 21% last month, ending a very busy summer with an unbroken upward trend in book-borrowing. She said we have been very fortunate with our summer shelvers and volunteers, and that she took them out for a meal to thank them. Beth also reported that she will be interviewing applicants for the Head of Circulation position, and that she will advertise for part-time circulation staff.

Policy

In old business, Dan Waters continued the ongoing policy discussion. Noting that the wording of the Responsibilities of Board and Director policy struck him as flawed because it implied that the purviews of the director and trustees were dictated by policy instead of by town and library bylaws, and also because the policy's wording presumed more control over employment than town personnel bylaws allow, Dan offered to write a new draft for board consideration. Melissa suggested that the gist of this policy — whose intent is to draw a clear distinction between the roles of the director and the trustees — might be best expressed in the form of a preamble to the entire policy document. It was agreed that Dan would present a reworded policy in time for the next meeting.

After some discussion and minor changes in wording, Ginny moved to adopt the policy on Training and Continuing Education. Hal seconded the motion, and the policy was unanimously adopted.

The Volunteer Policy was not ready to be presented, so discussion was tabled.

Taking up the CORI policy, Melissa said she had reviewed it and found it to be taken verbatim from the CHSB (Criminal History Systems Board), and thus she advised adopting this policy as

written. Hal moved to approve the CORI policy, and Ginny seconded the motion, which passed unanimously.

Old Business

In a continuation of other old business, Melissa said she has accumulated resources from other library foundations, including Edgartown's, and has nearly completed a draft of Articles and Bylaws for a library foundation. She will circulate these prior to the next trustees meeting, at which she will make a presentation, reminding the board that application for 501 (c) 3 status requires prior approval of bylaws. Melissa says she anticipates at least two more meetings of discussions before these basic documents reach final form.

Ginny asked again what the cost of filing would be. Melissa said that she would waive all legal fees, so the cost would amount to a \$35 filing fee plus office expenses, which she would be willing to absorb. Ginny noted that the town and the library both have copiers that could be used for these purposes.

On the subject of the Howes House well, the letter from Billy Haynes and a subsequent response from Health Agent John Powers were briefly discussed. The trustees seemed satisfied for the moment that the Library is being included in the discussion, but stressed the importance of continued vigilance and the need to protect the integrity of the library's water supply.

The Facility Needs Committee has not yet met. When they do, the meeting will be open and posted.

New Business

Beth reviewed the report of an incident on August 15th in which a library patron fell down the library steps and was injured seriously enough to be hospitalized in Boston. Hal asked Beth, on behalf of the library board, to commend the staff for their swift and efficient action in response to the emergency, and for their warm and caring follow-up with the injured patron afterwards.

Other Business

Beth reminded the board that the MBLC (Massachusetts Board of Library Commissioners) will meet at the Oak Bluffs Public Library on Thursday, October 1 from 10 to 1. She will be giving a presentation, and encouraged the trustees to attend. There was a brief update of last month's Summer Taxpayers meeting and of the Friends meeting.

There were no comments from the public (no public being present), and no correspondence to read. A motion to adjourn, duly seconded, was made at 8:08 p.m.

Respectfully submitted,
Dan Waters
Clerk