

MINUTES
West Tisbury Library Board of Trustees
Tuesday, March 9, 2010
at the West Tisbury Public Library

In Attendance

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

Director: Beth Kramer

Linda Hearn called the meeting to order at 7 p.m.

Minutes

Hermine Hull moved that the minutes from the meeting of February 9, 2010 be approved as submitted. Melissa Hackney seconded the motion. The motion passed by unanimous voice vote.

No Friends being present, there was no Friends Report.

Librarian's Report

Beth reported that, for the month just past, circulation was up over 2%, with attendance somewhat down due to no Family Fun Day this year. Total patron activity was up 3%. She reported that the central vacuuming system has been repaired at a cost of \$1,300, and that the heating system was repaired at a cost of \$1,700. Michael Black has cleared the shrubs from the corner of the property, and Jesse will use the chipper. Whit Manter is shingling the Friends sheds.

Beth listed the various workshops and meetings attended by herself and staff. She said that Cheryl Bryan will now meet with the trustees on April 23 regarding "talking points" for the library expansion project. Beth said she had met with the Finance Committee, and that the Fincom had approved the library's budget as submitted. The Personnel Board has lowered the IT/Ref position from Grade 7 to Grade 5, on Beth's advice, and approved the payment of the RA grant to the staff in the form of stipends, so that there will be no associated benefits. Beth said that she had received an apology from the patron to whom she had written, weeks ago, about viewing inappropriate materials on library computers. She said that the Department of Environmental Protection will be on-Island Thursday to inspect the library well. In closing, she said that the Massachusetts Board of Library Commissioners (MBLC) had written to approve both the Long Range Plan and the Building Program that had been submitted.

Foundation Update

Dan Waters reported on the recent activity of the West Tisbury Library Foundation. He said that the Foundation has asked him to design and prepare a brochure with a basic narrative about library expansion that can be used on a Foundation web page. The Foundation also discussed various means of fund-raising, including direct mail, naming opportunities, parties hosted by local writers in different fields (sports, history, and mystery for example), and having a Foundation presence during the upcoming library forums. The Foundation has been meeting approximately every two weeks, with the next meeting scheduled for March 16. Melissa added

that the Foundation's 501(c)3 status, when approved, will be retroactive and thus will confer applicable tax exemption to donations given in the interim. She said it is not unusual for approval to take many weeks.

April Schedule

According to the monthly schedule, the Trustees' next meeting would fall on Tuesday, April 13th. However, since this coincides with Town Meeting, the Trustees will meet on April 20th instead. Library bylaws stipulate that this meeting include an election of officers. Accordingly, Linda appointed Hermine Hull and Ginny Jones as a nominating committee to assemble a slate of candidates.

Expansion Project

The Trustees had been given print-outs of a Powerpoint presentation prepared by Chuck Hodgkinson. The presentation is a proposed basis for a series of public forums that Chuck recommends that the library hold, to apprise the community of the library's needs, and to solicit their comments and ideas. The Trustees discussed the presentation and found it balanced and thorough. Beth noted that she had changed a few figures in the square footage tables.

In the meantime, conforming with the library's somewhat accelerated timetable, a building committee will need to be formed. Beth noted that the town's Executive Secretary had outlined a process whereby committee openings are publicly advertised for two consecutive weeks, applicants submit letters of interest to the Selectmen, and the Selectmen appoint the building committee, with guidance from library Trustees. Hal asked if the building committee will come up with the final architectural design. Beth said yes, and that she cannot be a member of the building committee herself. She said she has spoken to five highly qualified members of the community who are interested in serving. Before the Selectmen make their decision, Beth recommended that the Trustees write a letter recommending a slate of committee members. She suggested that advertising begin as soon as possible. The Friends have agreed to pay the cost of running the ads.

With regard to the forums, the Trustees agreed on three dates to begin with: Thursday, April 29th; Wednesday, May 19th; and Tuesday, June 15th. All will take place at 7 p.m. at the Library. There was a discussion of how to publicize the forums, and it was agreed that newspaper ads were essential, and that Town Meeting might be a good place to hand out invitations to the April forum.

Other Business

As elected officials, the Trustees had received from the Town proposed revisions to Town Personnel Bylaws that will be voted upon at Town Meeting. The Trustees had no comments. There was no additional correspondence beyond that received from the MBLC.

With no comments from the public, the meeting adjourned at 8:05 p.m.

Respectfully submitted,
Dan Waters
Clerk