

WEST TISBURY LIBRARY BOARD OF TRUSTEES MEETING
April 5, 2007

Attending: Trustees: Leslie Baker, Linda Hearn, Marilyn Hollinshead, Hermine Hull, Ernie Mendenhall
Library Staff: Paula Black, Nelia Decker, Beth Kramer, Emily Smith
Public: Nancy Cole, Virginia Jones, Jonathan Revere (MVTV), Cynthia Riggs, Dan Waters

Hermine Hull opened the meeting at 7:30 p.m.

APPROVAL OF MINUTES: Minutes from the February 8 and March 27 meetings were unanimously approved by the Trustees. Minutes for the March 21 meeting were not available at this meeting.

COMMITTEE REPORTS:

Fund Raising: Linda reported no activity at this time and the Fund Raising Committee still needed a chairperson. Susan Wasserman reported that the Friends had agreed to take over as the Fund Raising Committee.

Search Committee: Dan Waters reported that Bea Phear would perform an exit interview of our former director. She would also ask him what qualifications we should look for in a new director. Trustees will be in charge of looking for an interim director. Advertisement should state that there was a strong in-house candidate for this position. Hermine will see that the ad goes to the local papers in time for next week. The West Tisbury job description for our library director says an Masters of Library Science (MLS) is required. The Committee received a letter from Ebba Hierta, Chilmark Director, that gave many reasons why she felt West Tisbury should not require their Director to have an MLS, but require a Masters degree. The next meeting of the Search Committee will be April 9, at 2:00 pm at the old library.

Marilyn felt that if the requirements were changed, it should require that the new Director continue to take courses toward an MLS. Many of these courses are readily available over the internet from several colleges.

Dan Waters said the realities of living on Martha's Vineyard may make the requirements of an MLS difficult.

Susan Wasserman passed out a copy of a draft ad that she felt might interest potential candidates. We should cast the broadest net possible and see what responses we get and then narrow down our decisions.

Ginny Jones felt we should make the ad give some idea of what the WT library is like and give some information about the Island. She also said one of the previous candidates had several degrees but was eliminated early.

Hermine Hull said that interview of prospective candidates should cover the limitations of working on an Island. Hermine would like the ad to say MLS preferred (not required) as is now in our current job description. The library job descriptions may need to be rewritten.

Ernie Mendenhall felt the Trustees should obtain current copies of the library job descriptions. He is now on the Personnel Board but was not when the Director job description was changed to require an MLS degree. Director position is now a Grade 10, but if requirements were lowered it would revert to a Grade 9 and beginning salary would be under \$50K.

Nancy Cole said we may not want to hire someone just because they have an MLS. Some people with library experience with a Masters degree might be better suited.

Marilyn made a motion that the Trustees vote that the ad say MLS preferred and that the final decision on this would rest in the hands of the Search Committee with approval by the Personnel Board. The motion was seconded and the vote by the Trustees was unanimous.

OLD BUSINESS:

Interim Director: We need to move forward immediately to name an interim emergency director for 30 days so that someone will be in charge. Ad for interim director is required but ad should reflect that we have a strong in-house candidate. Nelia Decker and Beth Kramer presented a paper with the many reasons that they should be co-interim directors. They both have strengths in different areas and have already been, in effect, managing the library for the past few months. Having them as co-directors would make this transition much easier for the entire staff as the staff is used to them in a management position. Marilyn made a motion that Nelia Decker and Beth Kramer be appointed interim co-directors for 30 days. Linda seconded the motion and the vote was 4 Trustees for and Ernie Mendenhall abstaining from the vote because he is on the Personnel Board.

Nelia and Beth then presented proposed schedule changes for the interim period. Beth, for the past two weeks with Nelia on vacation, has put in many hours of extra time which she should be compensated for. Ernie said that any employee working out of grade for more than two weeks should be paid out of grade. Marilyn felt that Beth should be compensated for the extra hours. She made a motion that Beth be paid for the hours she put in the past two weeks managing the library. This was seconded and approved by the Trustees.

Hermine said that she and Beth have worked closely together for the past two weeks and she hoped that the staff felt that the Trustees were supporting them in any way possible. Many townspeople and town employees have offered to help the staff, Ebba Hierta has helped Beth considerably, and Nancy Cole has volunteered to work four hours a week as part of her course work studying for an MLS.

Job Description: Library job descriptions need to be updated.

Website: Beth will meet next week with the person in charge of the website to see about updating it so that patrons can get inter-library loans and request books, etc.

Friends: Susan Wasserman said that the status of the Friends as a non-profit organization has finally been resolved and they have been reinstated to the original date of 1981, when the Friends were originally formed.

Telephone: New telephone system will be in next week. Library will now have an answering machine while closed (when open telephone will be answered by staff). Patrons will be able to request renewals over the telephone and possibly request books.

Hearing: A new heater has been ordered for the downstairs. Regarding a fan in the cupola, the engineering firm will look into that.

Poet Laureate: The committee to appoint the poet laureate (Nelia Decker, Beth Kramer, and Shelton Bank) met and nominated Dan Waters to serve as poet laureate for another year. A motion was made and seconded and voted on unanimously by the Trustees. Linda Hearn was asked to write the letter to the Selectmen asking them to reappoint Dan Waters to the position of Poet Laureate.

NEW BUSINESS:

Library Cleaning: With the amount of traffic that uses the library daily, 4 hours a week of cleaning is inadequate. The proposed change is for 12 hours in the summer and 6 hours for the remainder of the year. The previous cleaners worked more hours as they charged less per hour. Beth will talk with the Town Accountant to see if Line Item 5290 is for any other expense than cleaning. Ernie made a motion that the library expend the remainder of Line Item 5290 on cleaning before the fiscal year ends June 30. This motion was seconded and voted unanimously by the Trustees. Susan Wasserman felt that since the library and Howes House are often used for public restrooms, the Town should be responsible for some additional funding for supplies.

Retirement Gift: John Early's retirement party is Wednesday, April 11, at the Ag Hall. Trustees and staff were asked if they would like to donate to his gift. An envelope will be at the front desk.

Meeting adjourned at 9:00 p.m.

Respectfully Submitted,

Linda M. Hearn, Secretary