

WEST TISBURY LIBRARY BOARD OF TRUSTEES MEETING
May 10, 2007

Attending: Trustees present: Leslie Baker, Linda Hearn, Hermine Hull,
Virginia Jones, Dan Waters
Trustees absent: Elaine Pace
Library Staff: Nelia Decker, Beth Kramer
Public: Glenn Hearn, Michael Hull, Richard Knabel (7:40 p.m.),
Jonathan Revere (MVTV), Cynthia Riggs, Susan Wasserman

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

MINUTES:

- The May 3, 2007 minutes were read and a motion was made by Ginny Jones and Leslie Baker to approve the minutes with revisions. The Trustees voted unanimously to accept these minutes.
- The minutes of the February 20, 2007 Executive Session were read and a motion was made by Ginny Jones and seconded by Leslie Baker to approve the minutes. Voting to accept were Leslie Baker, Linda Hearn, and Hermine Hull. Ginny Jones and Dan Waters abstained because they were not present at the February session as they were not Trustees at that time.
- The minutes of the April 26, 2007 Executive Session were read and a motion was made by Leslie Baker and seconded by Ginny Jones to accept these minutes with revisions. The Trustees voted unanimously to accept these minutes.

ELECTION OF OFFICERS: Ginny Jones moved to vote the slate of officers as Hermine Hull, Chair; Elaine Pace, Vice Chair, and Linda Hearn, Clerk. Dan Waters spoke to the fact that several people had mentioned to him that the chair of the library board had not changed in 15 years and that the slate of officers was somewhat preordained. He did, however, understand why the board might want the current chair to remain this year. He felt that changing the board chair on a regular basis made for a stronger board. Later in the meeting we would discuss changing the by-laws and he will be strongly in favor of the person who is the vice chair in the current year be the chair the next year. Ginny stated that many boards rotated chairmanship. Ginny again made her motion to vote in the current slate of officers for another term, Dan Waters seconded and the Board voted unanimously to accept the motion.

SEARCH COMMITTEE: Dan Waters reported on the Search Committee. Six applications for Director have been received so far. The Director's job description has been updated and Linda and Hermine will meet with the Personnel Board on May 14. Hermine and Linda met with Cheryl Bryan this week and she will plan a workshop on interviewing candidates for the Director. Interview dates have been extended to make logistics more flexible. The next meeting of the Search Committee will be May 22 at 2:30 p.m. at the old library and in Dan's absence, Hermine will chair the meeting. The committee will meet on June 5 to decide who will be interviewed and part of this meeting will be closed for confidentiality. Shelton and Janet Bank attended the last Search Committee meeting to discuss what they wanted for a Director. He then read a letter from Ebba Hierta and a quote from Julia Mitchell were both in response to the Search Committee's request for comments from the public. Leslie Baker said the minutes of the Search Committee are available to the public on the Town Web Site.

Dan felt that the Trustees should actively invite the public to their monthly meetings. He felt that in addition to it being posted at Town Hall, the library should have it on our bulletin board.

OLD BUSINESS:

- Job Description: Dan Waters commented on this in the Search Committee Report.
- Summer Shelver: An ad for a summer shelver for from 20-30 hours per week has been placed in the papers. This person should be in place either before or after the Memorial Day weekend.

NEW BUSINESS:

- Hermine said the Trustees would review the procedures and policies for the by-laws of the Trustees. She had quite a bit of material for the trustees to read which she would copy and give to everyone. The Trustees will form a sub-committee in the fall to consider changes and/or additions to the by-laws.

LIBRARIAN'S REPORT:

- New materials have been ordered, including many mysteries, fiction books and large print books. A recent order has been placed with McNaughton for books that had already been budgeted. The Wall Street Journal, Economist, and People Magazine have also been ordered at the request of many members of the public.
- DVD's have been ordered and are gradually replacing the videos on the library shelves. Most people have switched to DVD's and they take up much less room on the shelves. Dan asked if we could start a music collection. Beth said this was being worked on and one of the major problems was budget constraints. Audio books with CD's have been ordered and have become very popular.
- Graphic novels have been moved upstairs for easier access.
- Brian Athearn has updated all the computers in the library so they have the same software. The staff took technology classes last month.
- Linda Hughes, Industrial Space Designer, has volunteered to help design a more efficient arrangement of the stacks downstairs and has made many suggestions for the upstairs stacks.
- Ginny mentioned her strong desire to have the Children's Room on the upper level and said she would continue to work toward that goal.
- The carpets will be cleaned on May 19, Saturday evening, and the library should be able to reopen Monday morning. The windows will be cleaned by late June.

PUBLIC COMMENT:

- Dan Waters commented that maybe we could have the public make donations of DVD's to start our music collection or maybe one of our patrons would like to make a donation of funds to begin the collection.

- Dick Knabel read several comments, stating he was for open and transparent government and the library should set a standard for openness and that minutes should be available to the public. Linda told him these were available to the public. He also wanted to know what was being done about the fact that there were materials missing from the library and that he had spoken to the Chief of Police who said it was not as yet a criminal matter. Linda said we had found out approximately two weeks ago that materials had been ordered, paid for, and received but are not on the library shelves. We have talked with Town Counsel, who has sent a letter to the former director's lawyer asking that if he has in his possession any of the missing materials he should remit to the library what they cost or alternately return materials to the library.
- Mr. Revere then commented that our vote of the February 20, 2007 Executive was not done properly as we did not have a quorum of Trustees who were eligible to vote. He said that according to the Open Meeting Laws we needed a vote of 4 Trustees who had attended that meeting. Linda said she would check with Town Counsel and, if necessary, we would revote these minutes at the June meeting. Susan Wasserman said she thought this was covered in Roberts Rules of Order. Linda said she would check. Mr. Revere then asked if all the Trustees had received a copy of the Open Meeting Laws when we were sworn in and had we signed for them. Ginny said she did not have a complete set of the by-laws.
- Ginny mentioned that on June 20 there would be a workshop on Open Meeting By-laws for Town employees and other interested community members. She would be attending and hoped other Trustees would attend.
- Ginny Jones commended Beth on the Newsletter and made a motion to adjourn. This was seconded and the meeting was adjourned at 8:35 p.m.

The next Trustees meeting is scheduled for June 14 at 7:30 p.m.

Respectfully Submitted,

Linda M. Hearn, Secretary