

WEST TISBURY LIBRARY BOARD OF TRUSTEES MEETING

October 11, 2007

Attending:

Trustees: Leslie Baker, Linda Hearn, Hermine Hull, Virginia Jones, Elaine Pace,
Dan Waters

Library Staff: Nelia Decker, Beth Kramer, Colleen Morris

Public: Barbara Day, Cynthia Riggs, Jonathan Revere, Leah
Smith, Susan Wasserman

Hermine Hull, Chair opened the meeting at 5:30 pm. She asked that Leah Smith, a representative from the Capital Improvements Committee (CIC), speak first.

Leah Smith said that the CIC oversees capital expenditures of anything over \$10K for 5 years. They also keep track of any possible major expansions within the next 10 years. Hermine said that the Town Buildings Committee consisting of Mike Hull, Ernie Mendenhall and Tucker Hubbell met this past week with Hermine and Beth to discuss a future needs list. Leah said the CIC would like a list of items within the next 5 years that would cost over \$10K from each town department by early December. The maintenance committee had decided that the roof would probably need to be replaced within 5–10 years. Painting of the interior has never been done but exterior painting of one building side per year is a library budget line item.

- **MINUTES:** The minutes of the September 13, 2007 meeting were accepted with several minor corrections and the addition of one by-law change not reported in the minutes. This by-law change which was voted on at the September meeting is as follows: *“Regarding Article V, Section 4, Dan Waters made a motion: ‘A Nominating Committee shall be appointed by the Chairperson to recommend candidates for the yearly election of officers’”*. The motion was seconded by Linda Hearn and unanimously approved by the Trustees present at the September meeting. With these additions and corrections Elaine made a motion to approve which Leslie seconded and the Trustees voted unanimously to approve the September amended minutes. Ginny and Hermine supported the above amendment, but could not vote as she had been absent from that meeting.

COMMITTEE REPORTS:

- **Friends Report:** Susan Wasserman, President of the Friends, reported that the Friends and the Trustees had met last week to plan for the future. Two groups were formed at that meeting. One to discuss the Gale report and study the physical site and the other to discuss the future planning needs of the library. Another joint meeting is planned for November 15 at 7:00 p.m.

- **Secretary’s Report:** Last month while visiting Nantucket, Linda spoke with Molly Anderson, Executive Director of the Nantucket Athenaeum. Listed below are some of the things they talked discussed.

- The library is privately owned.
- They get approximately 30% of their funding from the Town.
To fill the funding gap, they rely on their Annual Appeal and other donations from individuals and private foundations.
- It is the only library on the Island, no branches.
- Their Board of Trustees is very involved and active.

- They have deep pockets and have friends who have the same.
- She recommended hiring a Director of Development to write a grant when the time came to start a Capital Campaign. The price of the Development person would be written into the grant and also have this person develop the Capital Campaign. She said it was well worth the price. They actually have a permanent (part-time I believe) Director of Development, but hired someone else to write the Grant for the renovation.

LIBRARIAN'S REPORT: Beth reported that Colleen Morris is our new Assistant Librarian and has taken over programming and Beth thanked her for her innovative ideas. Steve Klebs and Martha Flanders are great new additions. The library now has an excellent staff and everyone is looking forward to the future.

Beth finished her cataloging class which is her first MASS certification requirement.

She talked with Ben Moore about his original design of the present library and John Powers about the well and any other health issues. She also talked with Ann Larsen from the Board of Library Commissioners to discuss funding for the initial planning phase. The Friends have discussed the possibility of helping to fund this.

The recent survey was extremely favorable to the library. Some people did ask for the library to be open Sundays year round and also Friday nights for young adults. This cannot be done because of lack of funding. The survey showed 71% of the responses were favorable to increased use of cell phones and Beth recommended the continuation of the cell phone use policy. Elaine wanted to know if there had been any problems and Beth said no but there had been some abuse and these people had been spoken to. This policy has reduced the staff stress level. Dan said that this policy temporarily suspended the Martha's Vineyard Library Association (MVLA) policy. Hermine said that we have internal policies unique to this library and Elaine said that the Trustees decide the policy for this library. Elaine recommended that this policy be extended another month under the terms Beth had described. and Dan seconded. This was voted on and approved unanimously by the Trustees.

Ginny commented that lack of parking is affecting our regular patrons. This caused a discussion about parking problems in general.

Leslie: Is this location maxed out in terms of parking.

Susan W: Felt that the Trustees should take the lead in what functions and services should be in the historic center of town.

Linda: Felt that this was a decision of the town as a whole, not the Trustees of the library, even though they should be involved in the planning.

OLD BUSINESS:

- Heating the Basement: Beth has been working with Shelton Bank and Cape Cod Light. Geothermal retrofitting does not make sense. The monitor bid is \$5,300.00. The heat pump quote is \$4,500.00 and there is a possibility of a 10% reduction because of the Green rating. The

heat pump could be installed immediately and would provide air conditioning, a dehumidifier and heat. Use of the fan system to put heat down to the Children's room was discussed. The decision was to go ahead with the heat pump system.

- Corrosion of pipes. Billy Haynes said he could provide and install an acid neutralizer for \$1,300.00. Beth gave him permission to go ahead.

- Mike Black can no longer do the painting of the exterior; it will need to be put out to bid in the future.

- One way to save energy might be to put an airlock at the entrance.

- 'Little Alley's' can be painted for \$440.00. Beth gave the okay on this.

- Hermine gave a report on the Maintenance Committee's assessment of this year's maintenance needs. A new door for the Children's Room will be needed within the next two years. Future expenses will be roof, windows and outside shingling.

- There is a SEMLS workshop at the Oak Bluffs library from 11-1 on October 24.

- A Tour of Small Libraries will begin at the Boxborough library on October 26.

- Elaine said we needed a second vote on the by-law change to add a Vice Chair and also to add a Nominating Committee. Dan made the motion, it was seconded by Leslie and voted and approved by the Trustees.

NEW BUSINESS:

- The Halloween Party will be held October 31 from 4-5:30 pm. Hayrides will be provided by Freddy Fisher with his tractor pulling the wagon instead of the horses. The Trustees were asked to bring refreshments.

- Outside lights in the parking lot need adjusting.

- Elaine thanked Leslie and Hermine for the art wall. A friend of Elaine's told her that in their town the artists who displayed were asked to give one piece of art to be auctioned off at a fundraiser. Leslie said quite often at auctions people are looking for bargains and art quite often brings in less than artist usually gets for their work. This makes artists hesitant to offer art for auction. Leslie has people in place for the art wall for November and December.

CORRESPONDENCE: None

COMMENTS FROM THE PUBLIC:

- Barbara Day said the Board should encourage people who have significant resources to be on the Board of Trustees. Dan suggested we increase the Board to nine members and recruit new members. Elaine thought it would be a good idea to increase the Board and to attempt to find experienced people.

- Beth asked the Budget Committee and the Personnel Committee to meet with her.

(At this time Linda Hearn, the secretary of this Board, left the meeting and did not participate in the 'Employee Appreciation' discussion and did not record the end of this meeting in this report.)

The next Trustees meeting is scheduled for Nov. 8 at 7:30 p.m.

Respectfully Submitted,

Linda M. Hearn, Secretary