

Eastham Public Library  
Board of Trustees

Saturday, January 14, 2017  
9 AM

Gregory S. Turner Meeting Room B  
Eastham Public Library  
190 Samoset Rd

1. Call to Order
2. Minutes (December 21, December 10)
3. Financial Report
4. Director's Report
  - Meeting Room Use/Exhibits update
  - Dedication Plaque
  - Circulation Desk
  - Mass Memory Road Show
5. Old Business
  - Staff Appreciation event
  - New Patron letters (final version)
6. New Business
  - Fireplace policy and screen guard
  - Piano policy
7. Eastham Library Building Fund, Inc
  - Named Gift
  - Donor Plaque
8. Friends of the Eastham Library
9. Staff and Volunteers
10. Public Comments
11. Upcoming Meetings

EASTHAM PUBLIC LIBRARY  
TRUSTEES MEETING Wednesday, December 21, 2017

CALL TO ORDER: The President called the meeting to order at 9:02 a.m.

MEMBERS: David Payor, Mary Shaw, Deb DeJonker-Berry, Sharon Krause  
Guests: Al Alfano, Mimi Ace

NEW BUSINESS:

**Cleaning services:**

S.J. Services, Inc is the company contracted to clean the building. Deb has asked for something in writing for the Trustees to approve. Services from November through June 30<sup>th</sup> would cost \$17,000. There is no money in our budget for it currently. Yearly cost would be \$30,000. Currently, the cleaners come in 5 days and seem to be doing a good job. To date, Deb has not seen a contract. **Motion:** The Trustees approve payment of **up to \$17,000**, the cost of cleaning the library through this fiscal year, with the understanding that the cost will be born by the town starting the next fiscal year and that we receive and review the contract. Money will come from Trustee's interest account. Motion was unanimously approved.

**Landscaping:**

Dave and Deb met with the Gibsons, Mark and Mary Jane. They approve the taking of three trees on the east side, which threaten the building. The distance negates having to deal with the Conservation Commission. In return they want 3 trees planted for those taken out. Mary Jane is worried about land-taking by the library and Dave seeks to have Judy Sebastian's help to reassure her. Dave will send a letter to the Hurds, who own the property to the west. Neil Andres will contract to do the work, once Dave receives permission from the Hurds. Again, the question arises as to who pays, the library or the town? Cost should be approximately \$600 and will come out of the Trustee's interest account. Neil Andres, DPW, will arrange to have the trees taken down soon, order the new ones and arrange for the planting.

**Motion:** The Trustees authorize the expenditure of **up to \$1,000** as a final accommodation to our neighbor's property..

Dave will send a letter thanking the Gibsons for meeting, giving information on the agreement and process for removal and planting, asking for a signature of acknowledgement.

Dave spoke to having the Pond Neighbors come for a meeting, hopefully in January for a final discussion before going to Conservation. Ponderosa will make the presentation to the Commission. We will have a 3-stage process for the trimming and removal. We will draw up a timeline outlining the procedure and timing of the work.

**Dedication:** Sharon reported that things are moving along with the planning. Deb would like staging/rehearsals of speeches, movement/placement, etc. to take place

up to 3 weeks prior to the celebration. The committee is working on an agenda, schedule and calendar of events. ELBFI is working on having a special time for the donors to take place on Friday, February 3<sup>rd</sup>, from 4-6p.m. This will be an opportunity to present a summary of money uses, future of the building, tours tied in with movie to be played that evening; donor gifts are still being discussed. Deb has placed a calendar of events on the library website through EventKeeper.

Deb has been reimbursed for some major expenses. She has a list going for wants and needs.

Deb has confirmed that the library has received a town-wide assessment grant from the MBLC. She would like to see if the PenPals could come and rake leaves and clean up the property.

The trustees will begin to keep an organized list of library/town responsibilities, budget items, etc for the new town administrator.

The meeting was adjourned at 10:02 a.m.

Next regular Trustee meeting is Saturday, January 7<sup>th</sup>, 2017 at 9 a.m.

Respectfully submitted,  
Sharon Krause (for Norma Marcellino)

EASTHAM PUBLIC LIBRARY  
TRUSTEES MEETING, December 10, 2016

1. CALL TO ORDER: The meeting was called to order at 9:00 a.m. in the new Library!!
2. PRESENT: Members: Dave Payor, Norma Marcellino, Mary Shaw, Sharon Krause, Debra DeJonker-Berry  
Guests: Aimee Eckman, Elizabeth Gawron, Debbie Abbott, Anna McMakin, Marianne Sinopoli, Sheila Vanderhoef, Russ Moehlich
3. MINUTES: The minutes of November 12, 2016 were approved.
4. FINANCIAL REPORTS: The Financial pages were looked at and discussed. Sheila is working on the As Built and towards the permanent Certificate of Occupancy. The temporary certificate is good for 90 days and was issued on November 14<sup>th</sup>.
5. DIRECTOR'S REPORT: The first movie has been held in the new library and some rooms have already been used for a book discussion and the knitting group. Karen is working on the Winter Music series and Fran's story hours have been packed. Nauset Neighbors have requested the Meeting Room for February 13<sup>th</sup> for a simulcast with Atul Gawande from the Boston Public Library. The One Book One Town events this year will be around Gawande's "Being Mortal" with programming scheduled around aging in place. John Clark will return on December 17<sup>th</sup> with the "A Child's Christmas in Wales". Cape Abilities has toured the Library and is offering to find tables for the rest rooms, install coat racks and help out with some other loose ends. We are very grateful to them. The Historical Society has been awarded the NEH preservation grant so the NEDCC will be coming to Eastham to provide workshops this winter. Deb has submitted the Action Plan to MBLC. She and Dave will work on the Town Report.



6.

7. OLD BUSINESS:

Turnip Festival Update: Marianne Sinopoli reported on the very successful Turnip Festival held on November 19<sup>th</sup>. There were around 2500 attendees. A written summary was also provided.

Landscaping-Ponderosa Proposal: Dave will send a letter to Marianne and the Pond Committee with the Ponderosa proposal. The Trustees can meet with them if they wish. This is the proposal that will go before the Conservation Commission. Dave checked out the lighting from the Library from the other side of the pond and did not feel that the lights were intrusive. He will contact Mary Jane Gibson about removing two trees that are on the Gibson's property and will check with the Hurds about trees on the west side of the building.

Patron Letters: The letters to new patrons were reviewed. Hopefully they can be sent out after the first of the year to the people who have received library cards since the new Library opened.

Art Committee: The Art Committee moved some of the art materials stored at the Historical Society Schoolhouse back to the Library on December 3<sup>rd</sup>. A few pieces have been hung. There are three different hanging systems in the new building and Deb and the Committee are working to get them all up and running. The first exhibit will be by the Eastham Painters Guild in February. Hopefully the application to exhibit will go online in January.

Circulation Desks: January?

Punch List: The punch list is being worked on.

FF&E: Card table covers have been ordered. Some furniture has been moved around to protect light colored fabrics.

Piano: The piano is on its truck. The climate control system is working and will be monitored by Aimee Eckman. Thanks again to Linda and Jerry Gloo.

8. NEW BUSINESS:

Library Hours: Anna McMakin, a sophomore at Nauset High School, spoke to request that the Library be open more hours to accommodate the needs of students. She had already met with Deb and Deb had discussed this with the Town Administrators. The first change will be to be open until 6:00 p.m. on Wednesday evenings. Hopefully that will happen by the end of January.

Opening on Sundays is another wish but there are many additional concerns to be addressed before that can happen. The Nauset Principal, Ed MacDonald has been contacted and will look into having one of the school busses stop at the Library if students wish to stop there.

Dedication Committee: Sharon reported on the first meeting of the Dedication Committee. A vote was taken to have the Dedication on Saturday, February 4, 2017 from 11:00 a.m. to 1:00 p.m.

Activities are being planned for that day and for the week following. The CLAMS Legislative Breakfast will be held at the Library on Friday, February 10<sup>th</sup>.

Pond Access: Dave will write the Selectmen about public usage of Depot Pond and its effect on the library grounds. Sheila said that hours of usage could be posted-no swimming after a specific time.

Meeting Room: Applications for use of the Meeting Rooms in the Library will be set up on Eventkeeper and sign ups will begin in January.

Library Closings: The Library will close at 1:00 p.m. on Saturday December 24, 2016 and on Saturday, December 31, 2016.

Other: There is a Library Tour by OuterCapeTV "Then and Now" and an article about the new library will appear soon in Cape Cod Magazine.

9. ELBFI: Elizabeth suggested that a Donor Recognition event maybe should be scheduled for February 3<sup>rd</sup>-before the Library Dedication. Mary will bring this suggestion back to ELBFI. There is a prototype of the Donor Wall for people to look at and make any necessary corrections. It was suggested that the names of the donors appear above the names of the Committee.

- 10.FRIENDS: The Friends have been setting up their Book sale in the VIS Room and they are doing a brisk business. They have scheduled hours for people to drop off their books with a Book Committee member there. The new tote bags are selling very well. They have purchased a Keurig and cups for the patrons to use and will soon be purchasing a rug for the VIS Room. There is a new Museum Pass for the Harvard Art Museums.
- 11.STAFF AND VOLUNTEERS: Mary suggested that the Trustees provide a thank you event (breakfast-luncheon) for the Staff as a thank you for all of their amazing work the past few years and in getting the new Library up and running. Deb will check with the staff as to when they would like to have this event.
- 12.PUBLIC COMMENTS: No additional comments.
13. NEXT MEETING: The Mass Memories Road Show will meet on Monday December 12<sup>th</sup> at 10:30 a.m. at Town Hall. There is a CPC meeting on the calendar for Monday December 19<sup>th</sup> at 8:00 a.m. at Town Hall. The Trustees will meet on Saturday January 7, 2017 at 9:00 a.m. at the Library.
14. ADJOURN: The meeting was adjourned at 11:25 a.m.

Respectfully submitted,

Norma Marcellino



1/12/2017

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**Eastham Public Library  
Library Director's Financial Report To Trustees  
(FY2017)**

<b>Town Budget</b>							
		<b>Line Item</b>		<b>Adjusted Budget</b>	<b>Expenses</b>	<b>Balance</b>	<b>% Used</b>
		<b>16102</b>					
<b>Salaries Expended</b>				<b>319,616.68</b>	136,694.66	<b>182,922.02</b>	<b>42.77%</b>
Expenses							
Temp		530000		2,652.00	1,067.88	1,584.12	40.27%
Repairs		524000		2,000.00	1,366.30	633.70	68.32%
Communication		534000		1,000.00	372.00	628.00	37.20%
Postage		534200		100.00	0.00	100.00	0.00%
Office Supplies		542000		1,400.00	965.54	434.46	68.97%
Books/Materials Supplies		546500		2,000.00	556.53	1,443.47	27.83%
Materials		558000		79,800.00	40,183.73	39,616.27	50.36%
In-State Travel		571000		125.00	45.60	79.40	36.48%
Dues/Memberships		573000		200.00	237.00	-37.00	118.50%
<b>Expenses Total Expended</b>				<b>89,277.00</b>	<b>44,794.58</b>	<b>44,482.42</b>	<b>50.17%</b>
<b>State Aid</b>				<b>Beginning Balance</b>		<b>Expense</b>	<b>Ending Balance</b>
Beginning Balance		1260 558000		13,315.65			
Payments				0.00			
Expenses						1,224.82	
<b>Totals</b>		1260 558000		<b>13,315.65</b>		<b>1,224.82</b>	<b>12,090.83</b>

Other Funds				Begining Balance	Interest	Expense	Expendable	Non-Exp Bal
							Balance	
Robert C Billings	Expendable	8202 558000		6,506.47	62.49		6,568.96	
	Non-Expendable			14,000.00				14,000.00
Thomas B Cawley	Expendable	8203 558000		479.59	5.30		484.89	
	Non-Expendable			1,275.00				1,275.00
Trustees Memorial Fund	Expendable	8205 558000		15,119.41	194.71		15,314.12	
	Non-Expendable			48,821.81				48,821.81
Robert Sparrow	Expendable	8206 558000		278.64	25.77		304.41	
	Non-Expendable			8,162.00				8,162.00
Campbell Mem Fund	Expendable	8207 558000		669.55	5.07		674.62	
	Non-Expendable			1,000.00				1,000.00
Gertrude Zollinger	Expendable	8216 558000		1,014.24	6.21		1,020.45	
	Non-Expendable			1,000.00				1,000.00
Vivian Andrist	Expendable	8217 558000		165.50	7.43		172.93	
	Non-Expendable			2,290.00				2,290.00
Gertrude Nason	Expendable	8209 558000 v		2,671.02	15.78		2,686.80	
	Non-Expendable			2,500.00				2,500.00
E & A Merrill	Expendable	8208 558000 v		714.88	3.67		718.55	
	Non-Expendable			500.00				500.00
Winifred Franklin	Expendable			54,370.37	159.72	8,782.44	45,747.65	
	Non-Expendable							
Totals					486.15		73,693.38	79,548.81



<b>Library Trustees Interest and Gift Account</b>	<b>CC5</b>	<b>MMDT</b>	<b>Seamen's Money</b>			
	2994	4404 7413	870029305	Market		
<b>8219.00</b>		<b>Expendable</b>	<b>Expendable</b>			
Beginning Balance		11,287.67	349,648.55			
Receipts	50,000.00	52,132.69	0.00			
Interest	24.13	84.31	439.10			
Expenses		24,439.89	100,000.00			
<b>Totals</b>	TR Interest:CC5/MMDT--->	<b>39,088.91</b>	<b>250,087.65</b>			<b>289,176.56</b>

Tr In Exp

3,664.00

3,247.32

17,528.57

Cleaning

Tr Int

Water

<b>Town Memorial and Gift Funds</b>	<b>Beginning Balance</b>	<b>Interest/Dep</b>	<b>Expense</b>	<b>Ending Balance</b>	
R Bohlen Library Gift (ELBF)	1905 558000, 1905 530000	12,205.81	426,222.22	422,889.18	15,538.85
Martha Johnston Memoria	1919 558000	4,184.67	12.67	0.00	4,197.34

<b>Memorial Gifts</b>	<b>Within Trustees Interest Account</b>	<b>Deposits/Gif</b>	<b>Expenses</b>	<b>Balance</b>
<b>8219 558000</b>				
Tye Schrock		442.50	0.00	442.50
Ellie Singer		3,270.00	2,255.22	1,014.78
Roz Kaplan		479.00	0.00	479.00

<b>Materials Expenses</b>								
<b>BOOKS ADULT</b>	<b>BOOKS CHILDREN</b>	<b>DVDS ADULT</b>	<b>DVDS CHILDREN</b>	<b>AUDIO ADULTS</b>	<b>AUDIO CHILDREN</b>	<b>PERIODICALS</b>	<b>OTHER</b>	<b>TOTAL</b>
16,138.08	3,546.65	2,025.87	448.50	3,198.27	62.49	0.00	14,763.87	40,183.73

<b>Library Building</b>							
		<b>Bond</b>	<b>Beginning Balance</b>	<b>Deposits/Gifts</b>	<b>Interest</b>	<b>Expenses</b>	<b>Balance</b>
			<b>1,150,891.00</b>	<b>7,099,155.00</b>	<b>5,449.41</b>	<b>8,216,360.79</b>	<b>39,134.62</b>
	3012 5310-00 Legal					1,359.50	
	3012 5890-01 OPM					281,980.00	
	3012 5890-02 Archt					766,838.00	
	3012 5890-03 Archt Reimb					7,009.64	
	3012 5890-04 Archt Add Se					102,340.00	
	3012 5890-05 OPM Reimb					15,029.56	
	3012 5890-06 Eng/Permit					0.00	
	3012 5890-10 Misc					115,594.53	
	3012 589011 Well Expense					20,555.50	
	3012 589012 Moving Expense					87,401.50	
	3012 589013 Temporary Space					119,170.40	
	3012 589014 Construction Expense					6,699,082.16	
	3012 589015FF&E					355,666.59	
	3012 589016Security					52,050.32	
	<b>Totals</b>		<b>1,150,891.00</b>	<b>7,099,155.00</b>	<b>5,449.41</b>	<b>8,216,360.79</b>	<b>39,134.62</b>

Note: \$283,000 repayment to Trustees to be made in future  
plus \$1,506 legal expenses (Feb 21, 2013)  
Deposit Gifts include \$4,500,000 Bond

Director's Report  
January 14, 2017

We are settling in and are watching patrons also settle into routines. There is an awful lot to do – ranging from all the publicity work and details associated with library programs over the next six months. We have many series in the works, music, jazz, civic, One Book One Town, Mass. Memories Road Show – and of course the Dedication. We are also looking forward to the recycled book exhibit.

We are very busy. Circulation has returned to that of the old library – with the additions of all the new computers and spaces. The Town has advertised the part-time position which will help with a few light spots in coverage. We will also begin to open Wednesdays until 6 PM next week.

We opened the meeting rooms during library hours for groups to register online. Overall, this is an easy process, but patrons are naturally asking a lot of questions – which we encourage because we learn from them. We are also working with the Art Committee and have exhibits booked for February, March, June and July. There is a lot of gallery space, and we are talking about creating space in the children's room as well.

The punch list entries have settled down. Some new items (such as the small like in a pipe above the pantry) have appeared, and we have worked through our first snow storm. Some of the larger concerns are better: the negative pressure has been resolved making the doors easier to open, the heat is working properly downstairs, the doors have been insulated. The fireplace is working but I would like to consider adding a screen in front to protect from the heat. We are also experimenting with using the timer on the remote control so that the fireplace isn't running so long to heat up too much.

Respectfully Submitted,  
Debra DeJonker-Berry

January

Door Count	Counter not working
Adult Programming/Attendance	programs / People
Children's Programming/Attendance	11 Programs / 48 People
New Titles	399
Withdrawn Items	532
New Patrons/Library Card Registrations	86 CLAMS / 11 Overdrive
Web-site Hits	2725 Sessions ; 4718 pageviews
Gale Databases	180 Sessions ; 4 searches;
ZINIO	1 new borrower/ 14 checkout s





# Eastham Public Library

Sun & Mon: Closed  
Tues & Thurs: 10 am - 8 pm  
Wed, Fri & Sat: 10 am - 4 pm

190 Samoset Road  
Eastham, MA 02642  
508-240-5950

- Home
- About the Library
- Discover
- Museum Passes
- Events
- Policies
- Services

- Children
- Teens
- Community

## public Exhibit and Gallery Space

- As part of its mission to provide a wide range of information and materials, and to encourage and support the civic, intellectual, and cultural pursuits of the community, the Eastham Public Library welcomes community groups and individuals to use the library's various display, gallery and exhibit spaces. Space is provided for displays of an educational, cultural, intellectual, charitable or recreational nature, and for exhibiting works of area artists and craftspeople.
- The Library is now accepting applications for the use of exhibit space.
- [Exhibit Policy](#)
- [Exhibit Application](#)

## public Exhibit and Gallery Calendar

2017					
	Red Display Gallery Left	Red Display Gallery Right	Gregory S. Turner Meeting Room	MS Library	Special Displays
January					Reclaimed Book Art, Nauset School Students
February	Eastham Painters Guild				
March	The Key Idea				
April					
May					
June	After Hopper				
July	Eastham Outside Shower Doors: Photos				
August					
September					

[Admin](#) [Log out](#)

**EASTHAM PUBLIC LIBRARY CIRCULATION STATISTICS (CLAMS) 1992 -**

	2010	2011	2012	2013	2014	2015	2016	2017	1018	2019	2020
January	6770	6379	5699	5660	5380	2885	2728				
February	6182	5976	6068	5539	5127	3205	2662				
March	6604	6898	6142	5556	5105	3496	3110				
April	6884	6471	5115	5412	5377	3131	3188				
May	6717	6213	6367	6344	6193	3350	2965				
June	10015	9178	9444	8505	6608	4652	4536				
July	15418	13028	12624	12480	11519	7129	5779				
August	13873	12287	12577	11953	7257	5868	5580				
September	8247	7591	6841	6071	3120	4133	3502				
October	7414	6663	6372	6188	2568	3358	3004				
November	6468	6214	6051	5737	2639	2626	5564				
December	5917	5848	5097	4854	3135	3133	5339				
<b>TOTAL</b>	100509	92746	88397	84299	64028	46966	47957	0	0	0	0

**EASTHAM PUBLIC LIBRARY CIRCULATION STATISTICS (OVERDRIVE & AXIS 360) 1992 -**

	2010	2011	2012	2013	2014	2015	2016	2017	1018	2019	2020
January	143	278	458	574	521	706	786				
February	137	238	477	465	476	659	735				
March	138	233	512	615	568	715	830				
April	135	263	377	625	603	674	716				
May	143	273	475	500	554	707	770				
June	155	302	477	493	541	764	779				
July	135	293	533	535	753	906	853				
August	166	380	563	537	810	824	883				
September	148	332	523	415	681	846	775				
October	190	394	513	554	546	731	793				
November	188	324	493	471	593	635	802				
December	237	502	435	469	656	672	803				
<b>TOTAL</b>	1915	3812	5836	6253	7302	8839	9525	0	0	0	0





Debra DeJonker-Berry <ddejonkerberry@clamsnet.org>

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**Re: Eastham library spark guard**

1 message

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Cape Cod Fireplace Shop, Inc. <ccfs02601@yahoo.com>

Fri, Dec 30, 2016 at 11:09 AM

Reply-To: "Cape Cod Fireplace Shop, Inc." <ccfs02601@yahoo.com>

To: Debra DeJonker-Berry <ddejonkerberry@clamsnet.org>

Deb,

Bob found a 52x38 sparkguard for you. It does have solid brass handles and bandings.. photo attached. (976 century spk grd)  
This would run you \$350.00

Thank you  
Allison  
CCFS

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**From:** Debra DeJonker-Berry <ddejonkerberry@clamsnet.org>

**To:** "Cape Cod Fireplace Shop, Inc." <ccfs02601@yahoo.com>

**Sent:** Friday, December 30, 2016 8:19 AM

**Subject:** Re: Eastham library spark guard

Allison

I do prefer the other alternative because it will keep people back. This one lets them in close

Thank you for the research. I will share both of these with the Library Trustees  
Debbie

On Thu, Dec 29, 2016 at 3:10 PM, Cape Cod Fireplace Shop, Inc.  
<ccfs02601@yahoo.com> wrote:

Hi Deb,

Bob is still searching the inventory for you at the warehouse and our store in Pembroke.

If he can't find the sparkguard in the size you need. Another option, he can always make you  
a spark arrestor (flat panel screen) that 1 1/4" side returns.  
sketch and pricing attached.

Allison  
CCFS

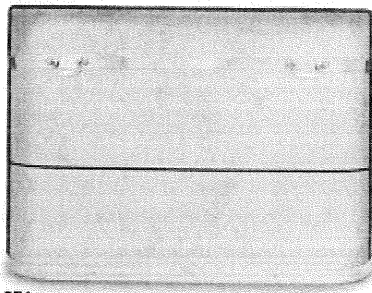
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**From:** Debra DeJonker-Berry <ddejonkerberry@clamsnet.org>

**To:** "Cape Cod Fireplace Shop, Inc." <ccfs02601@yahoo.com>

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Debra DeJonker-Berry  
Director  
Eastham Public Library  
190 Samoset Road  
Eastham, MA 02642  
508-240-5950



976

**976centuryspkgrd.jpg**  
403K

## PIANO THOUGHTS January 2017

The Eastham Public Library has been given a Steinway 'O' piano circa 1918. This piano will need proper tuning and maintenance in order to stay in performance condition. It will provide unique opportunities for concerts, master classes and many other kinds of musical presentations.

People who wish to play the piano should have the proper credentials, especially if they are folks from the community who would simply like the opportunity to play during designated library hours.

Perhaps a link on our website "Requesting Permission to Play the Piano" would be a start simply to see how much interest there is or have a form at the circ desk that could be filled out.

These are just some preliminary thoughts - To be continued.....

Dedication meeting  
January 5, 2017

Members: Sue Silver, Holly Funston, Art Dimond, Betsy Loomis, Sharon Krause

Betsy reported that she is going to post something in the Cape Codder website. Times. Not ever had much luck with the Cape Cod Times. Maybe, a feature article in the Cape Codder, or a small blurb on the Eastham page. Mike Caliri will run a banner on the local channel. Debbie Abbott will send out bulletin to EPTRA. Holly suggested an ad for WOMR. Art inquires about a library staff member who does notices to the press. Art offered to do a press release. Sharon emailed the two papers, Times, Codder.

Sharon reported that the invitations were mailed as of 1.4.17, approximately 125. Speakers need to be contacted about the program. Sue Keller, the ragtime pianist will not be able to play. Vicky Anderson, retired town hall receptionist has been called to play. Monica Woods' fee will be taken care of by the Tiptons. The Wednesday slot is still not filled. Sharon has tried 3 authors/personalities and has heard nothing back. Nathaniel Philbrick's name came up again; Betsy has heard him talk and said he was very interesting. He lives close by and could possibly be available. Other names: Bill Novak, B.J. Novak, Nancy Rubin Stuart, president of the Cape Cod Writer's Center, Edith Cavell, a book by Terri Arthur, whom Sue has suggested. Also, Betsy suggested Mindy Freed, a friend from college, who wrote a book about her activist father.

Holly suggested taking the invitation, blowing it up and posting at the library for patron's information. Art suggested having a banner on the green. Also a schedule of events, schedule of programs coming up should be available. The Friends should have a table posting "Looking Ahead", maybe several displays. Holly will send Debbie A. an email about this idea.

Sharon reported that Peter and Diane Hall are catering the event on the 4th. Holly will ask Noel Tipton about other possibilities for music. Sue also suggested Bruce Abbott and Fred Fried for music. Sharon talked about the idea of having the LEED engineer come in and explain the highlights of the building. Holly talked about our town guys, audio/visual, to come in and talk about the features. Have a presentation/"show and tell" of the building for patrons to learn about what is contained here. Most of the group feels we should have a void rather than have a boring speaker. The consensus is that we go with the idea of featuring the "bells and whistles" of the building. Sharon will do the contacting. Also a thought, could the LEED engineer present our plaque or facsimile of at the time of the talk? Our talk could be billed as "Don't ask what you can do for this building, ask what can this building do for you".

Meeting adjourned.





# THE MASS. MEMORIES ROAD SHOW COMES TO EASTHAM!!!

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# The Libraries of Cape Cod & the Islands

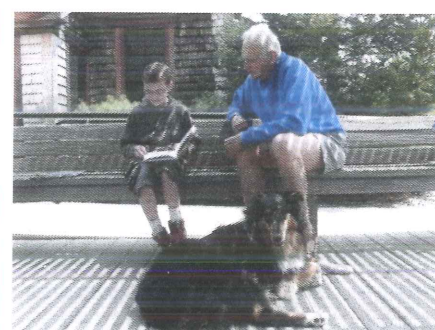
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at the Eastham Public Library  
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