

EASTHAM PUBLIC LIBRARY  
TRUSTEES MEETING, February 23, 2013

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1. CALL TO ORDER: The meeting was called to order at 8:33 a.m.
2. PRESENT: Dave Payor, Norma Marcellino, Mary Shaw, Sharon Krause, Ed Harnett, Cheryl Bryan, Aimee Eckman, Kaye Richardson, Nan Balmer, Mimi Ace
3. MINUTES: The minutes of the January 12, 2013 meeting were approved. Mary wrote a thank you note to Frances Francis to be included with the minutes.
4. FINANCIAL REPORTS: The Trustees were provided with a report from the State Aid Account and the Seamen's bank statement. It was agreed that these reports will be shared with the Trustees every three months. The pledge of \$100,000 from Trustee funds to the ELBFI fund raising account was discussed. It was agreed that the statement will read a pledge of \$100,000 minus funds already spent (about \$42,000) will be donated. (The \$42,000 will be donated when returned by the state). Mary will work on the wording and pledge form for next month's meeting. All the Trustees will sign the document. The Dog Tax was discussed once again. Since 2000 the funds have been handled by the Selectmen. At one time the amount given to the Library was \$3500-presently the amount is \$2500. Mary will speak to someone from the Finance Committee to see if the amount can be increased. Funds are still available in the Repair account. The condition of the back stairs was discussed-Nan will get an estimate for repairs and/or some sort of overhang to prevent the stairs from getting too wet and icy.
5. DIRECTOR'S REPORT: Door count-January 2013 was 3,872 and January 2012 was 3,653. Circulation: print and media-January 2013 was 5,660 and January 2012 was 5,097. Overdrive electronic publications: January 2013 was 574. Total circulation: e publications and onsite materials was 6,234. There were 15 new members in January. There is now a weekly newsletter along with the Wowbrary list of new books and materials. The Preservation Specialist from the MBLC came and placed monitors in the Eastham history room and the archive room as part of the upcoming Preservation Survey. The genealogy computer has been moved to the room now containing the historical materials. An

ipad was received for the Library from Town Hall. Staff will be provided with use instructions so they can help others. Maureen Sullivan, President of the ALA will speak in Falmouth on Tuesday, April 23<sup>rd</sup>. Stephanie Foster talked about her Dune Experience and her photo exhibit. Dave Payor will present his Seed Starting Roundtable today, the winter music series is continuing and in March there will be a photography exhibit of Peter Schaible's Tiny Worlds.

6. OLD BUSINESS: The rescheduling of the Legislative Breakfast has not happened yet. The need to write legislators re the bonding of funds was discussed.
7. NEW BUSINESS: A motion was made and passed: That \$1506 of Trustee Funds be moved to the Town to pay for the legal fee deficit as related to the contracts for Project Manager and Architects. The Trustees will meet with the Architects and Project Manager on Monday, February 25<sup>th</sup> at 10:00 a.m. at Town Hall. A schedule for continued meetings will be set up.
8. STAFF AND VOLUNTEERS: Linda Gloo is retiring on April 13<sup>th</sup> after 14 years of service to the Eastham Library. It was agreed that there will be an Open House on that day from noon-4:00 p.m. in her honor.
9. ELBFI REPORT: On February 2, 2013 a most successful "Retreat Day" was sponsored by ELBFI at the Sheraton. Members of the community and library supporters were invited for a day of activities and discussion of the new library needs and plans. An article on the "Retreat Day" appeared in the Cape Codder. The publicity group will be meeting to continue planning strategies for keeping the public aware of what's happening.
10. PUBLIC PARTICIPATION: None
11. NEXT MEETING: The next regular meeting will be held on March 23, 2013 at 8:30 a.m. at the Library.
12. ADJOURN: The meeting was adjourned at 9:42 a.m.

Respectfully submitted,

Norma Marcellino