

EASTHAM PUBLIC LIBRARY

TRUSTEES MEETING, November 9, 2013

1. **CALL TO ORDER:** The meeting was called to order at 8:36 a.m.
2. **PRESENT:** Dave Payor, Norma Marcellino, Mary Shaw, Sharon Krause, Ed Harnett, Karen MacDonald, Aimee Eckman, Al Alfano, Kaye Richardson, Mimi Ace, Sheila Vanderhoef, John Knox
3. **MINUTES:** The minutes of October 12, 2013 were approved with one correction.
4. **FINANCIAL REPORTS:** The reports from the end of September and the end of October were reviewed. Everything seems to be in order. A bill for the first quarter of the website expenses is needed from Walter Sebastian.
5. **DIRECTOR'S REPORT:** The door count for October, 2013 was 4448 and October, 2012 was 5138. Print and media circulation for October, 2013 was 6188 and October, 2012 was 6372. There were 554 overdrive e-books downloaded. There were 10 new CLAMS members. There was a Volunteer get together on Wednesday November 6th and the Turnip Festival plans are set for November 23, 2013 from 1-4 p.m. at the Nauset High School cafeteria. The MBLC preservation assessment needs response has been completed and plans are being made for implementation. Karen will get estimates for repairing and preserving some of the older books.
6. **BUILDING PROGRAM:** Sheila stated that the DEP will hook up the new well. They will put in the pump and the directional drilling needed to hook up to the present water supply. The cost will be \$16,800 and the DEP will be at the Library on November 20th. Concerns from the public about the roofline (it is too modern) were discussed. Dave will contact Lauren at the MBLC about the change in breaking ground from April, 2014 to June, 2014. The Trustees will meet with the Architects and Project Manager on November 22, 2013 at 10:00 a.m. at Town Hall.

7. OLD BUSINESS: The light on the shed needs to be fixed to provide light for those going to the parking lot. The front stoop needs more work and possibly a rug of some sort. Karen will look into this.
8. NEW BUSINESS: Mary asked when the Library information for the annual report needs to be completed. Sheila said this needs to be done in January. Mary has received permission to bring good children's books, weeded from the collection, to the Children's Place.
9. ELBFI: ELBFI had completed a first phase with a new grant writer, Sharon MacDonald. She may be hired for a second phase and Roberta Longley may also be rehired to continue helping with the fundraising.
10. STAFF AND VOLUNTEERS: The staff will soon be taking a course sponsored by the MBLC on preserving books.
11. PUBLIC COMMENT: John Knox spoke on the issue of solar panels and how they might interfere with firemen fighting a fire. Dave will contact the architects about this.
12. NEXT MEETING: The next regular meeting will be on Saturday, December 14, 2013 at 8:30 a.m. at the Library.
13. ADJOURN: The meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Norma Marcellino