

EASTHAM PUBLIC LIBRARY

TRUSTEES MEETING, October 11, 2014

1. CALL TO ORDER: The meeting was called to order at 8:37 a.m.
2. PRESENT: Dave Payor, Norma Marcellino, Mary Shaw, Sharon Krause, Ed Harnett, Debra DeJonker-Berry, Elizabeth Gawron, Mimi Ace, Debbie Abbott, Al Alfano
3. MINUTES: The minutes of September 14, 2014 were approved.
4. FINANCIAL REPORTS: The reports are up to date as Deb is continually working on them. Mary did some investigation into the Bohlen Fund. In 1998 Robert Bohlen left funds to various Town agencies including the Library. The money has been in the general fund and the other groups have spent their money. The funding requirements state: "The use of the funds is to defray expenditures at the discretion of the Director". It was agreed to use the funds when needed-possibly for trailer expenses that will be over budget.
5. DIRECTOR'S REPORT: The complete Director's report is attached. Children's programming has begun in the Earle Mountain Room at Town Hall. Karen is continuing to work with the Programming Committee and they will develop a survey to solicit input on what the community would like for library programs. A program on Edith Cavell, a WWI nurse will be held on November 13th at the Schoolhouse Museum. The trailers are not yet ready. Water quality testing must be done by the DEP and an occupancy permit granted. At the library site the gas and electric must be disconnected before a building permit can be received. The deadline for submitting the FY2016 budget is October 28th. Some of the time-approximately ¼ - of that year will be spent in the new library. Deb will discuss additional staffing needs with the present staff. Thanks to ELBFI's hard work the Library has been awarded a Kelley-Bangs Foundation \$5000 grant and an additional \$500 from the Lions Club. Deb is investigating a grant for a Maker Club Lab which will include a 3-D printer. The Library will be closed on the November 4th election day.

6. **BUILDING PROGRAM:** The Library is presently 10 points away from gold LEED certification. A building permit and the signed contract with the general contractor are needed before the next MBLC payment. The grant payment account was discussed. The Trustees wonder about the interest earned while these funds were in the Town's general fund. The funds have been moved to an interest bearing account as stipulated in the grant award. Deb will discuss this with Sheila. Pat Morrell contacted Deb about the flagpole which was donated many years ago in memory of her father. Mimi will speak to Pat about any wishes she has for it. The Trustees will conduct a page by page review of the plans and documents at the next meeting on October 25th.
7. **OLD BUSINESS:** Deb will look into scanning the present Bylaws and proposed changes so they can be reviewed. Goals for 2015 and beyond also need to be worked on.
8. **NEW BUSINESS:** A motion was made and passed to have the Trustees meet on the 4th Saturday of each month in addition to the 2nd Saturday.
MOTION: The trustees will meet on the 4th Saturday of each month to discuss building concerns and new policies. Another motion was made and passed: **MOTION:** The Trustees vote to expend \$100 from the Trustee Interest Account for the purpose of the use of the Chapel in the Pines for the Ground Breaking Ceremony on September 15, 2014.
9. **ELBFI:** Betsy Loomis has been named a new ELBFI Director. Al stated that the first of the two \$20,000 challenge grants has been met!
10. **STAFF AND VOLUNTEERS:** They are wonderful.
11. **PUBLIC COMMENT:** None
12. **NEXT MEETING:** The next meeting will be on October 25th at 8:30 a.m. in the Earle Mountain Room. The first November meeting will be on November 8th.
13. **ADJOURN:** The meeting was adjourned at 10:14.

Respectfully submitted,

Norma Marcellino

