

EASTHAM PUBLIC LIBRARY

TRUSTEES MEETING, December 13, 2014

1. CALL TO ORDER: The meeting was called to order at 8:35 a.m.
2. PRESENT: Dave Payor, Norma Marcellino, Mary Shaw, Sharon Krause, Ed Harnett, Debra DeJonker-Berry, Elizabeth Gawron, Mimi Ace, Al Alfano
3. MINUTES: The minutes of November 22nd and December 9th were approved with a few changes.
4. FINANCIAL REPORTS: The financial reports were looked through. Mary asked about the energy costs for the trailers and Deb has not yet seen definite bills for such costs. The amount of state aid money has been certified although no money has yet been received. The number for the total of expendable funds is incorrect. There are three bills for the new library building that Dan Pallotta, the Project Manager, thought were paid that Deb has found have not been paid and these need to be tracked down. A question arose as to where the funding for moving the historic building should come from since there has been \$75,000 allocated to the building's restoration from the Community Preservations funds.
5. DIRECTOR'S REPORT: The complete Director's report is attached. A motion was made and passed: **MOTION:** The Trustees approve the MBLC Action Plan for FY2016. After a discussion the following motion was made and passed: **MOTION:** As a result of the Wareham Public Library decertification The Eastham Library will not offer reciprocal services to Wareham residents. Deb has a concern that within the trailers there are not enough electrical outlets to let patrons plug in their computers. A time management system may be needed for the really busy library season. Modulease has completed the punch list for the trailers. Signage for the temporary library still needs to be addressed. Deb has ordered a "Library" flag for the flagpole. Fran has submitted a Letter of Intent for an LSTA grant called Full Steam Ahead: Supporting Science, Technology, Engineering, Math and the Arts in Public Library Preschool Programming. Karen and the Programming Committee have

gotten adult programming up and running with programs including author Terri Arthur, a First Friday Film Series, a Williams Sonoma program and Deb's iPad workshops. The Turnip Festival was a great success and thanks go to Marianne Sinopoli, her committee and the many volunteers. The Visualization exercise with Matt Oudens was held, well attended and will be most useful for future planning. The Boston Public Library will be digitizing the Town Reports in January among other Historic District and Historical Society records. Deb will apply for a grant to have the Northeast Conservation Center come to Eastham to do two all day sessions on handling and saving materials. Deb would like to have the Library host an MBLC Disaster Planning Workshop.

6. **BUILDING:** A discussion was held as to how to pay for help with the interior design of the new building. A motion was made and passed: **MOTION:** The sale of bluestone tiles as a naming opportunity should not be considered. Another motion was made and passed: **MOTION:** The Meeting Room in the new library will be named in honor of Greg Turner. A space in honor of Don Sparrow and his brother is still to be determined. The Children's Librarian's circulation desk will be named in honor of Winifred Franklin. The Ace family will be requesting that the Main Circulation/Information Desk be named in their name the Shaw family will be requesting that the Fireside Reading area be named in their name. These requests will be submitted to ELBFI per the Naming Opportunity Policy. The Trustees agreed that the architect should consider the wood railing on the retaining wall and the use of bead boards on the ceiling and walls in the historic building. The cost of using the bead boards needs to be determined. The restored historic room will definitely have some sort of plaque thanking the town and the Community Preservation Committee for their funding grant.
7. **OLD BUSINESS:** The Boston Design Institute was very informative. Field trips to view other libraries will be planned.
8. **NEW BUSINESS:** Work will need to be done to develop a "Meeting Room" policy for the new library. The Trustees will look into the policies of other libraries.
9. **ELBFI:** ELBFI has received two new grants of \$5,000 from the Davenport Foundation and \$10,000 from the Bilezikian Foundation. The

Fund Raising Committee has started to plan various fund raising activities.

10.FRIENDS: No report.

11.STAFF AND VOLUNTEERS: Staff and volunteers helped decorate the Library last Wednesday for an Open House. The Nauset High School Honors Chorus performed.

12. NEXT MEETING: There is a CPC meeting Monday morning the 15th at 8:00 a.m. and a meeting at 9:00 a.m. that day with Liz Argo to discuss solar panels. Both meetings are at Town Hall. The next regular meeting will be on Saturday, January 10, 2015 at 8:30 a.m. at Town Hall.

13. ADJOURN: The meeting was adjourned at 10:25 a.m.

Respectfully submitted,

Norma Marcellino