

## EASTHAM PUBLIC LIBRARY

TRUSTEES MEETING, March 14, 2015

1. CALL TO ORDER: The meeting was called to order at 9:00 a.m.
2. PRESENT: Members: Dave Payor, Norma Marcellino, Mary Shaw, Sharon Krause, Ed Harnett, Debra DeJonker-Berry  
Guests: Aimee Eckman, Elizabeth Gawron, Mimi Ace, Debbie Abbott, Kaye Richardson
3. MINUTES: The minutes of February 28, 2014 were approved.
4. FINANCIAL REPORTS: The financial reports were reviewed. Mary questioned a large increase in the miscellaneous line in the Library Building report. Deb later reported that this was due to a \$36,714 NSTAR upfront payment for the new Library.
5. DIRECTOR'S REPORT: The complete Director's Report is attached.  
Library Budget: There is no change to the budget as submitted.  
Programming: The Program Committee has completed its survey. There were about 200 responses. A second survey may take place in the fall. Elizabeth mentioned that the public would like a forum for current events. There are many programs and events happening.  
Children's Tablets: The Library is looking to circulate Launchpad Android Tablets for children.  
Leaky pipes: The workshop will be held on May 27<sup>th</sup>.  
Grants: Deb will work on the Mass Memories Road Show, Digitization conference, Eastham Digitization and preservation grant for NEDCC workshops.  
Consumer Reports: The magazine is now on the website.  
Disability grants and workshops: ELBFI has a \$5000 grant to be spent on help for the disabled. Visits have been made to the Perkins School, the Harwich VITAL program and Sight Loss Services.  
Self-Checkout: The checkout will be installed soon  
Security: Security in the new library is a very important concern and policies will be worked on and discussed with the Chief of Police.

Little Fund: There is \$50,000 in the Trustee Account from the Little/Mayo family. Deb is looking for a way to acknowledge this contribution.

Signage for Trailer: The sign will be about 7 ft. by 2.5 ft. It will be made of plywood and say "Eastham Public Library".

Welcome Baby Bags: Two bags, donated by the Friends, have been given out to new parents by the Town Clerk's office.

6. OLD BUSINESS: Library visits to the Mashpee Wampanoag Tribal Museum in Mashpee and other libraries looking at FF&E will be planned. A date to discuss the Meeting Room Policy will be scheduled. A discussion about joining the MLTA for Trustees was held. Norma will work on correspondence for some of the naming opportunities-Don Sparrow, Greg Turner, and Willow Shire. Previous minutes for Executive Sessions on January 7, 2014 and January 10, 2014 were approved. These minutes need to go to the Town Clerk's office.
7. NEW BUSINESS: There will be a statewide Library Legislative Day on April 1<sup>st</sup> at the State House. It is hoped that the hoist beam will be signed by Eastham school children. Deb feels we should ask for LEED certification without the use of solar. The Trustees re invited to step on to the site on Tuesday the 16<sup>th</sup> at noon.
8. ELBFI: ELBFI is planning some special events. There will be an author "Tea" in June and participation in the Capewide Hydrangea Festival in July. ELBFI members attended the latest Eastham Chamber of Commerce Meeting and will continue to attend these meetings. The Trustees approved naming opportunities as requested by ELBFI. A motion was made and passed. **MOTION**: The Trustees approve naming the Director's Office in memory of David H. Eagles and in honor of Elsie B. Eagles and the Children's Library in honor of Willow Shire.
9. FRIENDS: Debbie shared the visualization activities with the Friends Board. There will be space in the staff area for the Friends to process materials. Deb reminded everyone of how much support the Friends provide to the Library through materials and programs.
10. STAFF AND VOLUNTEERS: The staff will meet on March 21st.
11. UPCOMING MEETINGS: CPC, Monday March 16<sup>th</sup> at 8:00 a.m.;

Lauren Stara , MBLC, Tuesday March 17<sup>th</sup> at 1:00 p.m.; Green Engineer,  
Tuesday March 24<sup>th</sup> at 1:00 p.m.; Building Meeting, Saturday March 28<sup>th</sup>  
at 9:00 a.m.

12. ADJOURN: The meeting was adjourned at 10:45 a.m.

13. NEXT MEETING:

14. ADJOURN:

Respectfully submitted,

Norma Marcellino