

EASTHAM PUBLIC LIBRARY
TRUSTEES MEETING, May 9, 2015

1. CALL TO ORDER: The meeting was called to order at 9:03 a.m.
2. PRESENT: Members: Dave Payor, Norma Marcellino, Mary Shaw, Sharon Krause, Ed Harnett, Debra DeJonker-Berry
Guests: Aimee Eckman, Debbie Abbott, Al Alfano, Dan Pallotta
3. MINUTES: The minutes of the meetings of April 25, 2015 and April 28, 2015 were approved.
4. FINANCIAL REPORTS: The financial reports were looked at page by page. The Trustees need at some point to be reimbursed at least \$283,000 by the town for past expenses. Dave feels this should be reflected in the financial reports and Deb will add a column for debt repayment. Deb will continue to check on the spreadsheet formulas and money is being spent from the Tye Schrock and Ellie Singer funds. Mary brought up that in the budget passed on Monday evening at the Town Meeting there is money for two additional full time library staff. Deb thought this was for about three months at the end of the fiscal year and whether or not it will be spent will depend on when the new library opens.
5. MEETING ROOM POLICY: Since the Town has a meeting Room policy which includes the Library Dave feels that there should be an addendum to the Town's policy specifically for the Library. He will put together a sheet with concerns which will need to be discussed and will show how other library policies address these concerns. The Library website will also need a description of the policy and an application for use of the rooms and spaces.
6. DIRECTOR'S REPORT: The complete Director's report is attached. The summer reading programs are all set. There is a new online service, Zinio, which has 50 electronic magazines permanently available only with an Eastham Library card. There was a helpful and informative staff meeting with the Deputy Police Chief Ken Roderick.. Karen and Deb are planning a One-Town One-Book Read. Michael Tougias will speak at

the Town Hall on July 17th on his book “Rescue of the Bounty”. The Community Read will be his book “The Finest Hours.” There will be other programs to supplement the Read. The Historical Society, Town Clerk and Library have submitted the National Endowment for the Humanities grant to hold three Northeast Document Conservation workshops in Eastham in 2016. The Library will be closed on Tuesday, May 19th, Election Day. Deb suggested that the Friends might want to purchase a new museum pass for the Boston Sports Museum at the Boston Garden.

7. OLD BUSINESS: There was no old business.
8. NEW BUSINESS: Mary, Fran and Deb proposed that a book be given to each fifth grade graduate of the Eastham Elementary School as a gift from the Library. Each child would choose a book from a list provided to them. A Motion was made and passed :**MOTION:** The Trustees will fund , from the Trustees Interest Account , the cost of book purchases for the graduating fifth grade students from Eastham Elementary School provided the school’s administration approves the plan.
9. ELBFI: ELBFI has made the first payment from the Gift Fund to the Library. This payment is for vision software and products through the Perkins School. Al presented an updated ELBFI Funding Sources sheet.
- 10.FRIENDS: The Friends newsletter will go out soon. The Friends Annual Meeting will be on Tuesday evening June 16th at 5:30 p.m. at the Schoolhouse Museum. The Friends have completed their internal audit and a budget for the next fiscal year. The Community Read programs will be the first in a series of programs sponsored by the Nathan Anthony Funds.
- 11.BUILDING DISCUSSION: Dan Pallotta, the projects’s OPM joined the meeting at 10:00 a.m. He reported on the construction progress. The foundation footings are 100% completed and the steel will be arriving soon. The change orders are still relatively few in number and he will be meeting soon with the Fire and Police chiefs on security equipment. Decisions need to be made and coordinated as to what the security should provide. When the construction is completed it will be necessary to have the municipal water available for hookup. A better timetable will be available in six months. Dan came as a result of concerns about the

subsurface and data points. Design and outlets were looked at and the Trustees agreed that the ports need to be flush with the floor. The location of the ports was looked at in the building plans.

12. STAFF AND VOLUNTEERS: No report.

13. NEXT MEETING: The next meeting is scheduled for May 23, 2015 at 9:00 in the Town Hall.

14. ADJOURN: The meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Norma Marcellino