

## EASTHAM PUBLIC LIBRARY

TRUSTEES MEETING, January 9, 2016

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: Al Alfano, Aimee Eckman, Elizabeth Gawron, Nancy Eisenbarth, Mimi Ace, Kaye Richardson
3. MINUTES: The minutes of December 12, 2015 were approved with one addition.
4. FINANCIAL REPORTS: The financial report was reviewed. The question was raised about the additional staff that was included in the fiscal year's budget. Does that mean there are extra funds if the staffing doesn't begin as soon as what was planned for?
5. DIRECTOR'S REPORT: Jonathan O'Dell from the Massachusetts Commission for the Deaf and Hard of Hearing visited the library yesterday and spent time with Deb, Mary, Sharon, Al and others. They discussed assistive technology for the Library. Jonathan will be an excellent resource person. Programming planning is underway for the new year. The adult programming committee is reviewing programs ranging from "Nature in Winter" to a genealogy series. The genealogy series would be three programs over three months. The winter music series begins on January 16th. Plans for putting the new library together are underway. There are printed reports of everything in the collection and calculations of the shelving that will be needed. The collection will be weeded. The Trustees received in their packets today a heat analysis for WIFI in the new library, a landscaping plan update, a three-week look ahead for construction, an outline for Plan B for water and the collection statistics for collection planning. The probability of having a Plan B approved was discussed and will be discussed at the CPC meeting on Monday. It was agreed to close the Book Return at the Schoolhouse Museum for the winter. A sign will be made and notice given to the

- patrons. Deb will meet on Tuesday with Lauren Stara from the MBLC to discuss the present happenings.
6. **OLD BUSINESS:** MBLC funding for the fourth payment cannot happen until a certificate of occupancy is obtained and the library is open to the public. The landscaping plan was updated after the meeting in September. Mary brought up a new Cape Cod grass that has been developed. The FF&E trip to Boston is now scheduled for January 25<sup>th</sup>. The refinishing of the oak tables was discussed. Mary has a proposal from a professional-about \$1800 and a verbal plan from Cape Abilities. She will get the Cape Abilities proposal in writing-it would be much less expensive. The IT update included the heat map for WIFI and the visit from Jonathan O'Dell. There is no LEED update at this time.
  7. **NEW BUSINESS:** The Trustees looked at the proposed tiles for the floors and walls of the bathrooms in the new library. Some decisions were made for both the floors and wall tiles in four bathrooms and Deb will share them with Matt Oudens. Decisions for the bathroom in the children's area will be left to the staff. The Legislative Breakfast will be held on February 5<sup>th</sup> in Mashpee. Mary passed out the debt schedule for the new library. The first payment was included in the most recent tax bill.
  8. **ELBFI:** The Trustees approved a request from the ELBFI Board for the named gift request from Jon and Jan Charlton for a Window/Study Carrel. ELBFI has received \$14,000 in pledges and new money in the past month. Nancy Eisenbarth was complimented for her letter to the Editor in the Cape Codder concerning the new Library.
  9. **FRIENDS:** No report.
  10. **STAFF AND VOLUNTEERS:** Some staff members are presently attending the American Library Association Mid-Winter Conference in Boston. The Children's Room staff is working on a plan for the Children's Room and spaces.
  11. **PUBLIC COMMENTS:** No additional comments were made.
  12. **NEXT MEETING** The CPC will meet on Monday, January 11<sup>th</sup> at 8:00 a.m. at Town Hall. The next Trustee meeting will be on Saturday, January 23<sup>rd</sup> at 9:00 a.m. at Town Hall.
  13. **ADJOURN:** The meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Norma Marcellino