

EASTHAM PUBLIC LIBRARY

TRUSTEES MEETING, October 1, 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: Aimee Eckman, Elizabeth Gawron, Mimi Ace, Debbie Abbott
3. MINUTES: The minutes of September 24, 2016 were approved.
4. FINANCIAL REPORTS: The Trustees reviewed each page of the Financial Reports. The first page was missing the salaries amounts. Deb had met with Mary to go over the numbers. There were three deposits put into the Trustees Memorial Fund Non-Expendable Account that belonged in the Expendable Account of the same Fund. A motion was made and passed: **MOTION: The Trustees authorize removal of up to \$5000 from the Expendable Funds of the Trustees Memorial Fund to pay for books.**
5. DIRECTOR'S REPORT: Doug Tallamy's program last night was well attended and excellent. He is the author of the One Book One Town "Bringing Nature Home" and there are more programs through October 15th. Work will continue in the new library, This includes Demco returning to replace shelving and WB Mason coming to finish their installation. The last area of the library –the new book and CD/DVD area-will be completed when the trailers close. Much work still needs to be done in the Meeting Room. The final list of the acrylic sign holders is on order-ready for the Eagle Scouts on October 23rd and the Scouts will also help with the installation of the American flag. The Friends of the Library now have passes to the Harvard Museum of Natural History and the Roger Williams Zoo. Preparations are continuing for the November 19th Turnip Festival. Discussion as to whether or not to close the Library for part of that day did not lead to a decision and will be addressed at the next meeting. Weeding of the books in the new library will begin as soon as the staff can get in there. Much needs to be done since the books were in storage for two years. Hopefully discarded books will be removed

using the services of Better World Books. The Town Administrator has asked for a draft capital budget (FY2019-2023).

6. OLD BUSINESS:

Memorial Benches and Plaques: All of the outside furniture has been delivered. This includes the two memorial benches. Mimi presented options for the plaques. They will be made of titanium.

Furniture Install and landscaping: The furniture has been unpacked. The grasses have been planted.

Found Our Park Exhibit, quilts, Sparrow wall: It is hoped that the Park Exhibit will be able to occur on November 12th. The quilts are not yet installed. There was a discussion of where to place the Sparrow memorial wall in the VIS Room. Deb suggests that the Art Committee look through the list of art owned by the library.

Piano: Deb will contact Linda and Jerry Gloo to order the truck and the cover for the grand piano.

Conservation: Dave and Dan Pallotta went before the Conservation Commission on September 27th. They addressed the Commission's concerns about stone dust, the patio outside the Staff area, etc. All the Commission's questions were answered. Ponderosa Landscaping has presented a plan to remove non-native items such as trees and plants. They have tagged some trees. This plan will be shared with the Friends of Depot Pond and neighbors of the Library before it is brought to the Conservation Commission. Ponderosa also presented a separate plan for a meditation garden. This plan will be paid for by the donor. A motion was made and passed. **MOTION: The plan developed by Ponderosa Landscaping for tree clearing and invasive plant removal will be presented to the Conservation Commission and the presentation will not include the Meditation Garden plan.**

Policy Review: The remaining policies will be reviewed at the next meeting.

7. NEW BUSINESS: Mary, Mimi and Norma have worked on two possible letters to new patrons –adults and young adults. These have been shared with Deb and will be presented at the next meeting. Even though volunteers cannot yet get into the new library a way should be found to train them for giving tours by developing a virtual tour.

8. ELBFI: No report.
9. FRIENDS: The Friends have sold out the Doug Tallamy books.
10. STAFF AND VOLUNTEERS: No report.
11. PUBLIC COMMENTS: No additional comments.
12. NEXT MEETING: The CPC will meet on Monday October 3rd at 8:00 a.m. at the Town Hall. The Trustees will meet on Saturday October 22nd at 9:00 a.m. at Town Hall.
13. ADJOURN: The meeting was adjourned at 10:38 a.m.

Respectfully submitted,

Norma Marcellino