



The Board of Trustees of the Eastham Public Library

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www.easthamlibrary.org

Ignatius (Al) Alfano–2023
Chair
Holly Funston–2022
Vice Chair
Derek Burritt–2022
Secretary
Mary Shaw–2023
Willow Shire–2024
Charlotte LaBranche–2022
Student Ambassador

MINUTES OF THE BOARD OF TRUSTEES OF THE EASTHAM PUBLIC LIBRARY

March 12, 2022 at 9:00 a.m.

Location: Eastham Public Library - Gregory S. Turner Meeting Room

THIS IS A REMOTE PARTICIPATION MEETING. PUBLIC PARTICIPATION IS VIA PHONE.

To call in dial 1-646-558-8656, then the meeting ID 862 7913 6973

This meeting will be live broadcast on Local Access Channel 18, and Live Streaming is available on the Town website at www.eastham-ma.gov/home/pages/channel-18

Under An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed by Governor Baker on June 16, 2021, the public body may continue to participate remotely. This act extends, until April 1, 2022, the remote meeting provisions of his March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law.

Trustees/Staff Present: Al Alfano, Holly Funston, Mary Shaw, Willow Shire, Library Director: Melanie McKenzie (Student Ambassador Charlotte LaBranche and Trustee Derek Burritt were unable to attend)

Guests: Joanna Stevens, Friends President: Debbie Abbott, Video Services Coordinator: Mike Caliri, Select Board Member: Aimee Eckman (Zoom), Freya Hemley, Circulation Supervisor

1. Call to Order: The meeting was called to order by Al Alfano at 9:00 a.m.

2. Circulation Report Freya Hemley began by thanking everyone for supporting the Covid guidelines that kept everyone safe during the pandemic. She provided an update on library activities. Volunteers are back with significant changes that streamline their responsibilities. Displays are back with the month-long Soup event, Activity Pages, book displays and she is preparing for a busy summer. Mary commented on her appreciation of the book blurbs that Freya creates. Freya left the meeting at 9:08am

3. Minutes (February 12, 2021)

A **MOTION** (M. Mary, S. Holly) was made to accept the minutes of February 12.

Mary made the correction in 7C to add “will” to indicate future tense.

A revised **MOTION** (M. Mary, S. Holly) was made to approve the minutes of February 12 as amended. Approved, 4-0.

4. Financial Report (Quarterly Review: November, February, May, August)

a. FY22 Budget was reviewed

b. FY22 Fund Commitments: Mary asked to work with Melanie to clarify ELBFI expenses.

Director’s Financial Report to the Trustees.

We are still looking for the second state aid payment. Mary emphasized that we support staff educational opportunities. We need to understand what has been deposited in the Bohlen Fund. Melanie updated information on Trustee Interest to reflect CD renewal

4. Director's Report

Melanie reported that the Library updated their Covid policy to conform with the town's masking policy. We are now officially open Friday and Saturday. On Saturday, March 5th we held a music program. The Seed Library, created by Corey Farrenkopf, had 17 people attending the seed swap. On March 8th there will be a presentation for working professionals in small businesses. On March 31st there will be a job fair appropriate for all ages.

Lots of spring events coming up in April. There will be a 4-week birding event taking place on Saturdays in April and May. Sign-up is required. Corey is leading a virtual Generative Poetry Workshop on Tuesdays in April in collaboration with Sturgis Library. COA will do some technology workshops and there will be a Blood Drive April 29th.

Marianne Sinopoli, Outreach Librarian, has many community activities underway. She has purchased 19 games for circulation. She is also curating our young adult webpage. Finally, Registration for an NRHS Virtual Art Exhibit, funded by the Mass Cultural Council grant, is currently open.

Circulation statistics were reviewed.

5. Building Review

Melanie updated the Trustees on building issues including her outreach to Farrell Electric on generator ideas. We are also having HVAC issues with the IT room downstairs. Mel spoke to Silvio on parking lot issues with snow melt and ice formation as well as our plan to relocate the front sign. Mary noted that if there is a cost to relocating the sign, she recommended that ELBFI cover that cost.

6. Old Business

Thank-you letter to Staff will be sent on April 16, National Librarian Day, followed by books in May.

7. New Business

a. Art in the Library. The Fiber Artists of Cape Cod are currently displaying pieces in the Red Gallery while the committee will identify art for the Turner room at their next meeting.

MOTION: (M: Holly, S: Mary) We moved the Art policy which has been under discussion for several months and included the friendly amendment to include the application in the policy.

Approved 4-0.

b. Solicitations for the Wall of Honor. The Trustees reviewed the nomination form. This is in memory of special volunteers to the library. Notification of the nomination process will be on the library website and on our Facebook page. This is an annually recurring activity. Nominations are due on the Saturday before the regularly scheduled Trustees' meeting in April. Nominations are to be mailed or delivered to the library.

c. 125th VIS Building Anniversary Committee. Holly reported on the plans for the anniversary of the library building. Committee members are Melanie McKenzie, Kathy McDonough, Karen MacDonald and Holly Funston. Holly presented ideas to honor our history, celebrate our success and

imagine our future. The Friends have merchandise for sale and we are looking forward to a lobby display of the library's history. The committee will meet next on March 15th, 2pm at the library.

d. AIA Award. Mary received a copy of the American Institute of Architecture Award awarded to our library. It will be framed similarly to the other awards, hung in the vestibule and be paid for from ELBFI funds.

e. Library Logo. Al began the discussion of a Library logo and suggested that we adopt the ELBFI logo created by Donna Knight. There is a consensus of the Board to use this for the 125th Anniversary year and Willow will contact Donna Knight about our using her ELBFI logo

f. Election of Trustees. Holly Funston and Derek Burritt will not seek reelection to the Board of Trustees. We are looking for diversity on the Board of Trustees and we encourage residents of Eastham to consider running. The Library is a public space and we provide access to the public to exercise their public voting rights. Al and Mary have ~~has~~ reached out to a number of Eastham residents who are active in the library to ensure that we have a full board. Ian Hamilton and Joanna Stevens have taken out papers to be placed on the ballot.

g. Fifth Grade graduation books. This has been ongoing for five years. The consensus of the Board is that this year's book will be Seedfolks by Paul Fleischman and, hopefully, will be presented to the students at the School's year-end celebration.

8. Friends of the Library Update

Debbie Abbott reported that the Friends' Spring Book Sale will be held on the same weekend as the returning Hands on the Arts Festival at Windmill Green - June 25/26, 2022.

The Annual Meeting will be held outside in the Reading Garden on June 18th. The Turner Room has also been reserved in case of inclement weather.

The Friends were searching for a volunteer for the position of Membership Coordinator. It was decided that the job could be and probably should be split between several people, and they have 2 volunteers.

The merchandise table moved back into the library lobby. The 125th anniversary notecards are selling and the long sleeve T shirts are available now in two additional colors. (shirts and other merchandise sold very well before and after the Mark Small concert last Saturday.)

Judy Sebastian alerted the board about the nominations for the "Library Wall of Honor," and that the application form is on our website.

9. Public Comment

There were no comments by the public

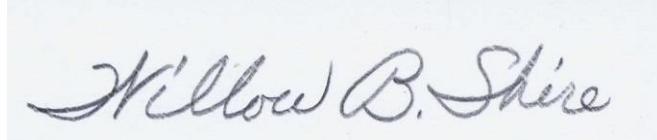
10. Next Meeting: The next meeting of the Board of Trustees of the Eastham Public Library will be on Saturday, April 9th, 2022 at 9:00 a.m. in the Eastham Public Library–Gregory S. Turner Meeting Room. THIS IS A HYBRID IN-PERSON AND REMOTE PARTICIPATION MEETING. PUBLIC

PARTICIPATION IS VIA PHONE. (NOTE: Al and Melanie meet two Tuesdays prior to Board of Trustee meetings to prepare the agenda. Trustees are welcome to attend the agenda prep meeting. Please notify Melanie 1 week before so the agenda can be posted.)

14. **Adjournment:** At 10:15 a.m.,

MOTION (M. Mary, S. Holly) was made to adjourn. Approved, 4-0.

Respectfully submitted,

A rectangular box containing a handwritten signature in cursive script that reads "Willow B. Shire".

Willow Shire, Trustee