

# **WFL BOARD OF LIBRARY TRUSTEES MEETING MINUTES**

**DAY/DATE: WEDNESDAY, SEPTEMBER 13, 2023**

**TIME: 5:30 P.M.**

**LOCATION: WAREHAM FREE LIBRARY**

1. Call Meeting to Order: 5:35 PM
  - a. Present: Sarah Corbitt, Vice Chair and Secretary Pro Tem, Margit Price, Trustee, Nancy Rice, Trustee, Director Patrick Marshall, Joey Ferro, WCTV .
  - b. Absent: Holli Van Nest, Chair, Larissa Fuchs, Secretary.
2. Review and Approval of Minutes
  - a. July 19, 2023 Board Meeting Minutes: M. Price moved to approve, N. Rice seconded, approved 3-0-0.
3. Announcements
  - a. S. Corbitt said WCTV was having an open house on Wednesday, Sept. 27 to welcome the new executive director. The time is 7 - 9 pm at the WCTV studios at 505 Main St.
4. Reports: Friends and Foundation
  - a. Friends: N. Rice reported the July book sale made \$1,585 and the August book sale made \$1,423. The El Mariachi fundraiser made \$240. Upcoming dates of interest are: Thursday, Nov. 30 is the next book sale, Friday, Dec. 1 - Saturday, Dec. 2 will be the Holiday Fair. The October Friends meeting will be at the Spinney branch. In September the Friends are focusing on soliciting participants in Imagination Library. N. Rice encouraged the trustees to become members of the Friends.
  - b. Foundation: P. Marshall reported the Foundation had wrapped up their Bridging the Gap fundraiser with an \$18,000 contribution from A. D. Makepeace. There will be a mini-golf fundraiser in December. They will be focusing on their annual membership drive soon.
5. Director's Report
  - a. The main branch of the Library will be closed as of Oct. 1 for the carpet installation. The insurance company is predicting the installation will take 1 - 2 weeks, but P. Marshall is planning on it taking longer. All Library materials will be moved into pods in the parking lot by insurance company workers. All October programming will be virtual to avoid any confusion for the public on event locations. All of Miss Marcia's children's programming in October will be at the Spinney, also to avoid location confusion.
6. Trustee Matters
  - a. New Business
    - i. S. Corbitt encouraged the Trustees to participate in the EXQUISITE CORPSE CHALLENGE being run by the Library. It is similar to a game of Mad Libs. Participants can download and print out a form for each participant to write a noun, verb or adjective without seeing what anyone else has written. At the end, a poem is revealed that will be submitted to



the Library for display and could be turned into a work of visual art by using the Library's Canva program. Some Trustees have contributed to the poem and the form is in the Trustee's mailbox at the Library. The final deadline is Dec. 31.

b. Old Business

i. Progress on Goals

1. Improve relationship with Town Government

a. Settlement Agreement Funds Transfer Update

- i. S. Corbitt asked about the status of the Settlement Agreement transfer of funds from the Trustee's account to the Library Gift account. P. Marshall indicated the transfer has been made but not yet posted.

2. Strengthen communication and partnership among BoLT, the Friends of the Wareham Free Library and the Wareham Free Library Foundation

3. Increase community outreach and awareness of Library

- a. Select Board Chair Judith Whiteside said all Town Boards needed to vote on whether they wanted to be shown live on WCTV or be taped to be shown later on WCTV.

- b. S. Corbitt moved for the Trustees to be taped and shown later on WCTV. M. Price seconded, approved 3-0-0.

c. Update from Outreach Committee

- i. Follow-up on CYE: M. Price reported Jowaun Gamble, the head of CYE, has been in communication with Research and Outreach Librarian M. Dyer about the ways the Library can help/coordinate CYE. She noted the Friends decided not to fund transportation to museums in Boston for CYE members as that they did not feel it was part of their commitment to funding library needs.

d. Discuss participation in Onset Bay Association events

i. Chalk-Full-o-Fun Sidewalk Art and Craft Fair Saturday, August 19, 9:00-4:00

1. H. Van Nest, S. Corbitt and her husband and N. Rice staffed a table in shifts at the event. N. Rice noted they had 6 people sign up for Imagination Library at the fair. Both N. Rice and S. Corbitt agreed it was well worth the effort for the Library table to be at the event.

ii. Harvest Moon Festival Saturday, September 23, 10:00-6:00

1. S. Corbitt, N. Rice and D. Bonnar will be staffing the table at this event.

4. Increase the membership and diversity of BoLT

a. New member recruitment

- i. A resident who had expressed interest in joining the Trustees to D. Bonnar, when she visited the Head Start program, decided against joining the Board due to scheduling conflicts. M. Price will get back to her and encourage her to explore other ways she can support the library that would work better with her schedule.

5. Continued focus on BoLT responsibilities and processes

- a. S. Corbitt asked P. Marshall about the status of the Long Range Plan. He said he is in the middle of drafting the final report. He will be getting input from the Library staff on the final report, which will set goals and priorities for the Library for the next five years. He said the public input from the meetings and the survey would be included and noted that much of the input from the public was the same. Some of those things included to grow young readers, hold more programming and take care of the building. When the LRP is finalized, P. Marshall will bring it to the Trustees for approval. There was a general discussion about getting a story in Wareham Week about the final LRP.

- c. Any other Trustees business not reasonably anticipated 72 hours prior to the posting of this meeting.

7. Public Comment

8. Meetings for next year

9. Adjournment: 6:40, N. Rice moved to adjourn, M. Price seconded, approved 3-0-0.

10. The next Trustees meeting on Wednesday, Oct. 11 will be at the Spinney branch.

Upcoming Meetings

October 11, 2023	November 8, 2023	December 13, 2023
January 10, 2024	February 14, 2024	March 13, 2024
April 10, 2024	May 8, 2024	June 12, 2024

Documents:

- Director's report
- Trustee stats
- Budget

Nov. 13, 2023  
Date Sarah Corbitt

Sarah Corbitt, Vice Chair and Secretary Pro Tem