

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

**DAY/DATE: WEDNESDAY, JANUARY 11, 2023**

**TIME: 5:30 p.m.**

**LOCATION: Wareham Free Library**

The meeting was called to order at 5:30 pm. Present were Holli Van Nest, Chair, Deanne Bonnar, Vice Chair, Margit Price, Sarah Corbitt, Secretary, Nancy Rice, Peter Gold, Patrick Marshall, Director, Larissa Fuchs, Trustee candidate and Linda Scharf, member of the public.

## **1. Review and Approval of Minutes**

- a. December 14, 2022, Board Meeting Minutes. Approved 6-0-0.

## **2. Announcements**

- a. There will be a fundraiser by the Friends at El Mariachi on Monday, Feb. 20. El Mariachi said \$200 or 4% of sales, whichever is greater, will be donated to the Friends.

## **3. Reports: Friends and Foundation**

### **a. Foundation:**

- i. N. Rice and H. Van Nest went to the Foundation meeting on Jan. 4.
- ii. The Foundation's Annual Appeal raised over \$19,000 as of Jan. 3.
- iii. In addition, the Makepeace company donated \$2,500 and another private donor donated \$1,000.

### **b. Friends:**

- i. The new Treasurer for the Friends is Linda Scharf.
- ii. They are beginning planning for the annual Duck Race. The date is moving to May 21 at the request of the Makepeace company.
- iii. P. Marshall attended the Friends meeting and discussed programming for the upcoming year. The Friends voted to support Library programs for the same funding level as last year.
- iv. Their next meeting is Feb. 14 at 4 pm.

## **4. Director's Report**

- a. The dates for the Long-Range plan input sessions are Thursday, Jan. 26, 6 – 9 pm and Saturday, Feb. 4, 9 – 11:30 am. The first hour on the 26<sup>th</sup> and the first half hour on the 4<sup>th</sup> are for the stakeholders of the Library (staff, Trustees, members of the Friends and the Foundation) to give their input.

## **5. Trustee Matters**

- a. Progress on Goals:
  - i. Better Relationship with Town Government

1. Town Administrator Derek Sullivan and Select Board Library liaison Judith Whiteside have been invited to join us at the Staff Appreciation Party.
- ii. Strengthen communication with Friends and Foundation
  1. Update on 1/23/23 Staff Appreciation Party planned by Trustees, supported by Friends and Foundation members.
- iii. Increase community outreach and awareness of the Library
  1. Discussion of marketing and outreach suggestions surrounding the Long-range plan sessions developed by P. Gold.
    - a. Reviewed email to be sent to town organizations inviting their membership to the Long-range plan sessions.
    - b. S. Corbitt will reach out to Wareham Week for an interview with H. Van Nest about the Long-range plan.
  2. P. Marshall will be sending a press release to Wareham Week.
- iv. Increasing BoLT Membership and Diversity
  - v. Focus on BoLT Responsibilities and Processes
    1. S. Corbitt shared her notes on the MBLC Board and Director evaluations webinar she attended.
    2. S. Corbitt provided a list of WFL policies.
  - b. General Discussion about the availability of CDBG funds for infrastructure improvements for the Library. H. Van Nest contacted Wayne Darragh of Community Opportunities Group to find out how the Community Development Strategy 7 High Priority Projects were decided from the 27 priorities identified.

## 6. Public Comment

- a. L. Scharf added her comments to the CDBG discussion.

## 7. Next Meeting

- a. Feb. 8, 2023, at 5:30 pm

## 8. Adjournment

- a. P. Gold motioned to adjourn; D. Bonnar seconded 6-0-0 at 7:09 pm.

## Calendar of meetings through June 2023

	February 8, 2023	March 8, 2023
April 12, 2023	May 10, 2023	June 14, 2023

## Documents used in the meeting:

1. Minutes – December 14, 2022, BoLT Meeting
2. Director's report January 5, 2023

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3. Expense Report January 5, 2023
4. January 2023 Library statistics
5. MBLC Board and Director evaluations
6. Wareham Free Library User Survey
7. Outreach note about Long-range plan
8. List of Wareham Free Library policies
9. Needs for 1/23/23 Staff Appreciation Party

Date signed: 2/12/23

Attest:

Sarah Corbitt

Sarah Corbitt

Secretary, Board of Library Trustees

2/12/23

Date sent to Wareham Town Clerk