

WFL BOARD OF LIBRARY TRUSTEES MEETING MINUTES

DAY/DATE: WEDNESDAY, MAY 10, 2023

TIME: 5:30 p.m.

LOCATION: Wareham Free Library

1. Call Meeting to Order: 5:22 PM

- a. Present: Holli Van Nest, Chair, Deanne Bonnar, Vice Chair, Sarah Corbitt, Secretary, Larissa Fuchs, Margit Price, Nancy Rice, Trustees, and Patrick Marshall, Director
- b. Absent: Peter Gold, Trustee

2. Review and Approval of Minutes

- a. April 12, 2023 Board Meeting Minutes
 - i. D. Bonnar moved to approve, M. Price seconded. Approved 5-0-0

3. Announcements

- a. H. Van Nest received notice about the conflict of interest and ethics acknowledgement forms which must be submitted annually. She will be sending them out via e-mail to all Trustees.

4. Reports: Friends and Foundation

- a. Friends: N. Rice reported the next book sale will be May 18, 19 and 20. Help with set up and breakdown would be appreciated. The annual Duck Race will be Sunday, May 21. There will be another Library Night at El Mariachi Monday, May 22.
- b. Foundation: N. Rice reported The Bridging the Gap campaign has started. The Foundation comedy night raised \$5,400.

5. Director's Report

- a. Reference Librarian Mel Dyer gave an overview of the work she has been doing. She said there's a lot of one-on-one classes. She's held two Canva graphics classes. She's been spending time in the Stone Room with research requests and the Historical Society.
- b. P. Marshall reported on conversations he had with John Foster, Finance Director, re: a separate account with Settlement Fund money that was created for the Trustees to manage. That account still has about \$8,000 in it. Because of turnover in staff and Trustees over the years, information about this account was inadvertently not passed on, and thus it was only in this conversation that P. Marshall became aware of the account, and then shared the info in this meeting with the Trustees. J. Foster is suggesting, for ease of accounting and to avoid any miscommunication in the future, that the remaining amount be spent. See Update on Settlement Agreement in Section 6.b.i.1.a. below.

6. Trustee Matters

- a. Discussion on slate of officers for next year
 - i. The proposed slate is H. Van Nest, Chair, S. Corbitt, Vice Chair, L. Fuchs, Secretary. This slate will be voted on at the June 14, 2023 Trustees meeting.

b. Progress on Goals

H. Van Nest asked the Trustees to think about the goals we had this year and whether they want to have a retreat this summer to discuss them and possibly change them, or if we want to continue with these same goals next year. She also raised the question of whether we want to meet in July. She asked the Trustees to come to the June 14, 2023 meeting prepared to discuss these questions.

i. Improve relationship with Town Government

1. Update on Settlement Agreement

- a. Trustees asked P. Marshall to come to the June 14, 2023 meeting with suggestions of what the remaining money in the Trustees account could be used for.

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

iii. Increase community outreach and awareness of Library

1. Next events – Onset Bay Center Open the Bay Community Day

- a. P. Gold, D. Bonnar, N. Rice and S. Corbitt will staff a library table. H. Van Nest will be available throughout the day for transport of people and materials. M. Dyer has indicated she will put together materials for us to use.

2. Friends Duck Race

- a. N. Rice, H. Van Nest and D. Bonnar will staff a library table.

3. Wareham Oyster Festival

- a. The Board decided they will not have a table at the Oyster Festival since it costs \$100.

iv. Increase the membership and diversity of BoLT

1. New member recruitment

- a. M. Price is reaching out to Community Youth Empowerment
- b. D. Bonnar is reaching out to Head Start.
- c. P. Gold is reaching out to the COA.

v. Continued focus on BoLT responsibilities and processes

1. Discussion of annual review of policies

2. Review and vote on by-laws changes

- a. The changes to the by-laws were reviewed. D. Bonnar moved to vote to approve the by-laws as amended at next month's meeting. N. Rice seconded. Approved 6-0-0. The amended bylaws will be voted on at the June 14, 2023 meeting.

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

None at this meeting.

7. Public Comment

None at this meeting.

8. Adjournment: 7:02 pm

a. N. Rice moved, D. Bonnar seconded. Approved 6-0-0

Calendar of Meetings

June 14, 2023

Documents:

- Director's report
- Trustee stats
- Budget
- Board of Trustees By-laws
- Gift account financials

Date

Sarah Corbitt, Secretary