



WFL BOARD OF LIBRARY TRUSTEES MINUTES

DATE: Tuesday, August 23, 2022
TIME: 5:30 p.m.
LOCATION: Wareham Free Library – main branch

Board Members/Attendees Present: Holli Van Nest (Chair), Sarah Corbitt (Secretary), Nancy Rice, Margit Price, Patrick Marshall, Director. Deanne Bonner (Vice Chair) was absent. Peter Gold and Linda Scharf, members of the public, were also present.

Call to Order: 5:35 p.m. by H. Van Nest.

Review and Approval of Minutes: June Minutes were reviewed. Motion by M. Price to accept June 16, 2022 minutes; seconded by N. Rice; vote 4-0-0. There was no Board meeting in July and thus no July meeting minutes to approve.

Announcements:

P. Marshall announced Mel Dyer has been hired as the new Reference/Outreach Librarian, as mentioned in his Director's Report. Her start date was August 24th.

He also mentioned that J. Frederickson's last day will be September 2nd. Advertisements for the part-time library assistant position have been posted.

Public Comment: Member of the public Linda Scharf mentioned that she wished there was more connection to the public from the Library. A discussion ensued about various plans to be discussed in future meetings for better communication from the Board to the public and deeper partnerships with the Foundation and the Friends. M. Price suggested contacting Wareham Week to see if they would be interested in doing an interview with H. Van Nest and a story about the new Board. S. Corbitt agreed to reach out to Wareham Week.

Member of the public Peter Gold asked what exactly do Trustees do. H. Van Nest said the role of the Trustee is to support the Library and to support the director. He was also directed to the website to see the job description and other Trustee info.

Foundation Report:

H. Van Nest reported she has had a conversation with the Foundation Chair and has a phone meeting scheduled with her 8/20. Their next meeting is on Sept. 7th at 4 pm at the Library main branch. H. Van Nest will not be able to attend that meeting, but plans to attend the Oct. 5th meeting, also at 4 pm at the Library main branch.

Friends Report:

N. Rice reported there was no Friends meeting in August. The book sale receipts have not been posted, but this last sale was the busiest they've seen.

A discussion ensued regarding how the Friends plan and budget their funds.

S. Corbitt asked about the availability of Imagination Library parent applications. While they are not available online, they are available at the Circulation Desk of the main branch. They were also available at the book sales.

Correspondence:

All Board members should be getting emails directly from the MBLC. M. Price and N. Rice reported they have not been receiving emails from the MBLC. H. Van Nest asked P. Marshall to make sure they are signed up with the correct email address.

Old Business:

Recruitment: H. Van Nest reported she had met with Kat Jones, the Chair of the Onset Business Association and asked her to spread the word about openings on the Board of Library Trustees. She has also reached out to the Oak Grove Association and Selectman Jared Chadwick. She plans to reach out to the Girl Scouts next.

A discussion ensued about various ways the Board could recruit new members.

Survey: M. Dyer will take this up in her new position.

New Business:

S. Corbitt wanted to add an item to a future agenda to discuss how the Board of Library Trustees/the Library could participate in Town Administrator Derek Sullivan's proposal to relocate Town offices to the Decas Elementary School and repurpose Town Hall and the Multiservice Center.

S. Corbitt also wanted to add an item to a future agenda to discuss past plans to improve the playground area near the library.

Director's Report:

The Director's Report is included for submission with this document.

Trustee Matters:

H. Van Nest reported on the leadership team meeting of 7/30/22:

1. Parking lot and attendant:
 - a. A parking lot for future projects/ideas/agenda items was proposed by D. Bonner to serve as a holding tank so the items don't get forgotten. D. Bonnar had volunteered to serve as the keeper of the parking lot list, i.e. "the parking lot attendant."
2. Preparing for Town meeting:
 - a. D. Bonnar had previously volunteered to meet with the new Town Moderator to discuss hosting a table for Library Board recruitment. M. Price volunteered to work with her.
3. Retreat:
 - a. A Saturday Board of Library Trustees meeting was proposed so the new Board could meet longer and focus on 2022 goals and beyond.
 - i. Proposed meeting time TBD.

Next Meeting:

Thursday, September 15, 2022, 5:30 p.m. at the Wareham Free Library.

Motion to Adjourn: 7:02 p.m. by N. Rice; seconded by M. Price; vote 4-0-0.

Documents Used in Meeting:

Wareham Free Library BoLT Minutes June 16, 2022

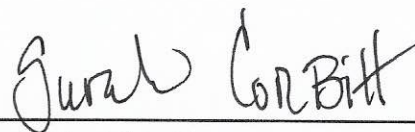
WFL Library Statistics Fiscal Year 2023

Expense report Aug. 23, 2022

Director's report Aug. 23, 2022

Date Signed: 9/19/22

Attest: _____



Sarah Corbitt, Secretary

WAREHAM FREE LIBRARY BOARD OF LIBRARY
TRUSTEES

Date Copy Sent to Wareham Town Clerk: 9/19/22

Director's Report
August 23, 2022

Staff – Melissa Dyer was hired as the new Reference/ Outreach Librarian. Her start date will be August 24th. We are excited to have her joining the staff at the library. Her knowledge of the library, town and services in the area will be a great asset to our patrons. Advertisements have been posted for the part time library assistant position. J Fredrickson will have her last day on September 2nd. Staff are excited for her next adventure but will greatly miss her at the library.

Building and Grounds – Municipal Maintenance cleared out a wasps nest that quickly developed by the staff door. We are grateful for their assistance. The air vents at the library were cleaned over the past week. This completed the job started earlier in the spring. The Town is switching over phone lines from copper to Fiber in all town buildings. Library was completed week of August 15th. Hopefully this will clear up the fax line problems we seem to periodically experience. Work on the new roof should begin sometime this fall though no date has been given yet.

Programs – Summer programs have proved to be very popular. Children's Librarian has reported strong attendance at her large family programs, with over 100 people attending the Toe Jam Puppet Band and the Flying High Dogs. Blades came to dance along with the kids to DJ Ooch and the library was fortunate to have members of the Board of Library Commissioners attend too. Monday concerts (when able to be held outside) proved popular as did our Hidden Gems of New England lecture. Adult programs will begin again on October 1st and Miss Marcia hopes to start her story times mid-September.

Budget – I have asked that repairs of the front portico and general building rot be placed on the Capital Outlay Request. Municipal Maintenance would handle this. Deadline is end of August.

Other – Represented the library at the COA health fair on August 17th. Nice to meet the representatives from so many service organizations in the area. We have also ended our staff copier lease. It had created issues with payments being late. We will look to purchase one in the near future. Attended the Department Head meeting held on August 17th as well as a Massachusetts Library System board meeting on the 8th.

Respectfully Submitted
Patrick W. Marshall

