



WFL BOARD OF LIBRARY TRUSTEES MINUTES

DATE: Thursday, May 19, 2022
TIME: 5:45pm
LOCATION: Wareham Free Library – Main Branch

Board Members/Attendees Present: Melissa Dyer (Chair), Joanne Robertson (Vice Chair), Nancy Rice, Holli Van Nest, Sara Corbett, Patrick Marshall (Director).

Board Members Absent: Deanne Bonnar and Margit Price.

Call to Order: 5:52pm by M. Dyer.

Announcements: Motion by M. Dyer for J. Robertson to serve as Secretary pro-tem for today's meeting; seconded by H. Van Nest; vote 5-0-0. M. Dyer and N. Rice attended the BoS meeting on May 2, 2022 to support S. Corbett and recommend her application as a Trustee to the BoS and her subsequent appointment.

Review and Approval of Minutes: April Minutes were reviewed. Motion was made by H. Van Nest to accept April 21, 2022 minutes; seconded by J. Robertson: vote 5-0-0.

Public Comment: Nothing at this time.

Foundation Report: P. Marshall reminded the board that the Foundation is hosting the comedy fundraiser on Saturday June 11 at Stone Path Malt at 7pm. The Foundation has started their efforts for this year's "Bridging the Gap" campaign. AD Makepeace is expected to match contributions again this year.

Friends Report: N. Rice reported that the April Book sale raised \$1800. The focus of the April Friends Meeting was on upcoming events. The May book sale began May 19th. Priscilla is looking for volunteers to help with clean up on Saturday May 21 beginning at 1pm. The Annual Friends Duck Race is scheduled for Saturday May 29th. Registration will be from 11am-12:45pm with the launch scheduled for 1pm.

Correspondence: Emails from the MBLC continue to be forwarded on by M. Dyer. Trustees recommended that thank you notes be sent to M. Underwood and the Foundation for their support of the WFL.

Old Business: The Trustees' email is up and running. The individual Trustees have been added as contacts. It is an Outlook email account and is not difficult to use, however M. Dyer has created a folder for communication and set-up information emails from M. Underhill. The BoLT decided that responsibility for monitoring/replying to incoming emails will be assumed by the incoming secretary. M. Dyer will retain responsibility for monitoring and responses until July 1st. So far there has only been one email received from the public and M. Dyer has responded to that inquiry. Additional folders have been created for the Board of Selectmen and the BoLT meetings have been added to the Outlook calendar.

New Business: H. Van Nest reports that the MBLC is holding a workshop regarding challenges to library policy. All the workshops are virtual, most are also archived on the website for future access.

Director's Report:

P. Marshall highlighted key points from the Director's documents (see "Documents used in Meeting"): P. Marshall has finished the rough draft of the updated WFL webpage. He expects it will be ready for the summer, perhaps as soon as June. It has been turned over to the vendor for production.

H. Van Nest made suggestions for the website from Recruitment subcommittee discussions regarding the Trustees' page. The subcommittee would like to highlight the "Get Involved" section of the website. Patrick noted that there will be many changes to the BoLT in July, so he will address the updates at that time. Building's termite issue is being addressed by the Municipal Maintenance department. Numerous programs are scheduled for the months of May and June; summer programming is forthcoming. Staff computers have been updated and re-tooled by M. Underhill. There were some minor issues that have been resolved. P. Marshall and the library staff are very grateful. Spinney scheduled to open on June 7th. It will be a "soft opening" to work out any issues since the branch has been inactive for quite a while. Hours have been adjusted for both branches. P. Marshall answered BoLT questions regarding some of the apps/resources listed on the Statistics report.

Trustee Matters:

Anti-Racist Statement: The board reviewed the compilation of statements from the ALA and other libraries. (See "Documents Used in Meeting").

The trustees agreed that the statement should originate with the trustees. M. Dyer and H. Van Nest will develop a draft statement and it will be distributed via email to the trustees. The statement and any suggested revisions will be discussed at the June 16, 2022 meeting.

Recruitment: H. Van Nest would like a permanent presence on the website which should be easy to find. P. Marshall agreed to upload the recruitment flyer to the webpage on a regular rotation.

The recruitment flyer was placed on the warrant table at the BoS meeting on May 2, 2022 by M. Dyer. Flyers are available at the Main Branch of WFL. N. Rice placed some of the flyers at the Friends May Book sale. H. Van Nest would like to display a recruitment tri-fold at the Main Branch of the WFL. M. Dyer and P. Marshall recommended the placement of the tri-fold to occur March-May to maximize efforts to recruit prior to the final meeting in June of the fiscal year.

Short discussion regarding N. Rice reappointment to the BoLT. H. Van Nest motioned for recommendation; J. Robertson seconded; vote 5-0-0 for N. Rice reappointment.

M. Dyer will be updating Trustee information on the WFL website; S. Corbett to provide a photo and short biography.

M. Dyer proposed new slate of officers for the BoLT beginning on July 1st; H. Van Nest - Chair; D. Bonnar - Vice Chair; S. Corbett – Secretary.

Revolving Minutes Duties: M. Dyer announced the schedule for recording minutes for the next 3 months to be as follows:

June - H. Van Nest **July** – Secretary or D. Bonnar **August** – Secretary or M. Price

Next Meeting:

Thursday June 16, 2022 at 5:30pm. Meeting to be held at the Main Branch of the WFL.

*Monthly meetings are held in the conference room at the Wareham Free Library unless otherwise noted.

Motion to Adjourn: 7:27pm by N. Rice; seconded by H. Van Nest; vote 5-0-0.

Documents Used in Meeting:

Wareham Free Library BoLT Minutes (April 21, 2022)

Anti-Racist Statement Page

Director's Report May 19, 2022 (Fiscal Year 2022 Statistics)

Expense Report 19-May-22

Date Signed: _____ **Attest:** _____

Melissa A. Dyer, Chair

WAREHAM FREE LIBRARY BOARD OF LIBRARY TRUSTEES

Date Copy Sent to Wareham Town Clerk: _____