

WAREHAM FREE LIBRARY BOARD OF TRUSTEES
MINUTES OF MEETING, TUESDAY, FEBRUARY 17, 2011

APPROVED

1. Meeting called to order at 5:35 pm and Chaired by Johnna Fredrikson

Present: Jim Hazlett	Tom Wavro	<u>Excused</u>
Martha Strachan	Kate Furler	Leie Carmody
Johnna Fredrikson	Mike Flaherty	
Larry McDonald	Jack Houton	
Denise Medeiros, Acting Director		

Guests: Mary Nyman, Kerry Mello, Diane Lazarus, Kathy Gleason, Joshua Flaherty

2. Public Comments:.. None.

3. Minutes

A. Minutes of the last meeting were reviewed and amended as follows: under 7. Acting Director's report,*as the library orders books, the director gathers the invoices in the amount the Friends have committed, copies the invoices and submits them to the Friends treasurer, who pays the vendor by check, a copy of same check goes to the library files. This same practice holds for non-book purchases, programs, etc.*

Larry McDonald moved for acceptance of the minutes as amended, Kate Furler, seconded the motion, vote was unanimous except for Jack Houton who abstained..

4, Report Friends and Foundation

A. Kathy Gleason commented that the Saturday "Love Your Library Rally was great and expectations for Sundays's golf tournament were high. In response to a question she replied that following the guidelines of the MOU funds raised from library book sales go to the WFL.

Kerry Mello reported that the Foundation's first annual fund raiser is in its final stage, results have been good. She then reported on their next project a community garden. Monies are being sought through grants and local partners. She explained in detail what such a project involved and explained the operations of such gardens in Fall River.

It was understood that such a project would need the review and approval of the Town Administrator and the Board of Selectmen.

Mike Flaherty moved that the Board of Trustees accept the proposal as written, seconded by Kate Furler, all favored the proposal except Martha Strachan who abstained

5. Old Business

A. Planning Committee Recommendations

Denise Medeiros reported on the work of the committee and their order of goal priorities which consisted of the following:

- Stimulate Imagination
- Create Young Reader Literacy
- Connect to Internet World
- Visit Virtual Spaces (Added by the Director)

Denise explained that the next step called for the development of goals and objectives as they would relate to each of the priorities, thus allowing for focus and specificity.

Motion was made by Martha Strachan to accept the report as presented, seconded by Larry Flaherty, motion passed unanimously.

B. Town Meeting Article, Revolving Fund

Denise reported that the town has set up a revolving fund for the library's revenues allowing the first \$10,000 to be retained by the library, anything over collected goes to the town's General Fund, in any fiscal year. She has conferred with the town treasurer as to the process for asking for an exemption. As advised she will draft an article seeking to raise the revolving fund to \$20,000. Martha Strachan moved to accept and support the submission of this proposal, motion seconded by Jack Houton. The trustees voted unanimously in favor of the motion.

C. Fines and Fees Policy

A revised and slightly modified policy was presented by the Acting Director, several minor amendments were added. A motion by Jack Houton to accept the revised policy was seconded by Martha Strachan, and voted upon unanimously by the trustees. The policy will be presented to the Board of Selectmen.

D. Fiscal year 2012 budget presentation to Finance Committee

On Wednesday, March 2nd, the library's budget along with a narrative will be presented by Denise to the Finance Committee. She would be appreciative of any support from the trustees by their appearance at the hearing.

6. New Business

A. Board Calendar

The Chair raised the idea of developing an annual Board calendar to assist in planning and organizing. Matter will be on the March agenda for further consideration and action.

7. Acting Director's Report

Denise reported that certification has been granted through fiscal year 2011; announced the receipt of \$6,911.02 in state aid, 50% last quarter, 50% this quarter. Made reference to WFL programing involving high school youth, Jack Houton suggested the involvement of the high school drama club. And finally the Foundation will be requested to fund museum passes. *Upon review and at the March trustees meeting it was agreed that in the future the Acting Director's report would include financial informtion that would indicate any funds or payments made by donors in behalf of the library that are not processed through the town's accounting system. For example in January the Friends of the Wareham Free Library paid vouchers for the purchase of books in the amount of \$857.70; \$1471.81 and \$25444.82.*

8. Trustee Matters

A. Criteria for Officers and a board Nominating Committee.

The Chair opened the floor for a general discussion of the above issues (Office qualifications

and voting procedures et. al.) The following areas were discussed: determining who would be interested in positions; one or two years of term / limits; establishing a nominating committee; present officers experiences and issues related to the duties and activities of each office. An interesting discussion followed regarding "conflict of interest", as well as the responsibility invested in Board members and how that responsibility needs to be seen and applied. Within this context a related area of discussion followed around the Board's fiduciary responsibility. A further clarification was spelled out that the MOU's in large part spell out those understandings as related to fund raising, and that the parties to the MOU are independent bodies subject to their own by-laws and membership.

9. Next meeting, March, 17th @ 5:30 pm.

10. Motion to adjourn by Jack Houton, seconded by Larry McDonald, vote unanimous.


Respectfully,

Tom Wavro

Minutes voted upon and amended, March 17, 2011

Approved / Disapproved


Johanna Fredrikson
Acting Chairperson


Tom Wavro
Secretary

