

WAREHAM FREE LIBRARY BOARD OF TRUSTEES
MINUTES OF MEETING , THURSDAY, MARCH 17, 2011

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

Present: Jim Hazlett	Mike Flaherty
Martha Strachan	Jack Houton
Johnna Fredrikson	Tom Wavro
Kate Furler	Larry McDonald Excused
Leie Carmody	

Acting Director: Denise Medeiros

Guests: Mary Nyman; Michael Schneider; Joe Legget; Priscilla Porter

2. Public Comments: None

3. Minutes: Mike Flaherty asked that the minutes include under the acting director's report those funds expended by groups or organizations for the purchase of library materials that do not pass through the town's accounting system. Thus the previous month's , minutes were amended to reflect those dollars spend by the Friends (FWL) for the purchase of books for the month of January.

By motion of Martha Strachan and second of Kate Furler the minutes were approved as amended. Leie abstained, others voted in favor of the motion.

4. Report: Friends and Foundation

Mary Nyman reported that the Friends netted \$6,000 from the Golf Tournament, which is a very impressive amount considering this was the first effort, prospects for the future are favorable.

The Community Gardens project was approved for implementation by the Town Administrator and funds are being sought with oversight and direction from Kerry Mello. The foundation is close to achieving its fund raising goal of \$10,000. To a question it was reported that 10% of the Foundation Fund goes to the library annually.

5. Old Business

A. Mission Statement

Denise Medeiros presented a new library mission statement reflecting various concepts from the strategic planning process. The statement was accepted as presented with the understanding that modifications were possible as we move ahead. Martha Strachan moved for acceptance of the mission statement, seconded by Leie Carmody. Motion passed unanimously.

B. Board Calendar

This subject was raised at the last meeting and agreed that such a project would be helpful in planning et .al. Jim Hazlett, Mike Flaherty and Martha Strachan volunteered to design a planning tool for those annual library events of relevance to the Board.

C. Director's status: April deadline

The Chair stated that a permanent Director needs to be appointed by the 15th of April, in order to avoid the loss of state funding and in keeping with state regulations of the Massachusetts Board of Library Commissioners. In order to move this process along the Chair will schedule an appointment with the Town Administrator

6. New Business

A. Behavior / Library grounds

The issue was raised by Trustee Flaherty and others of observed behavior by both adults and youth which was inappropriate, offensive and not acceptable on public grounds. Denise Medeiros responded that the library both inside and outside experiences the presence of the homeless who for the most part are not troublesome. The problem with students from the high school and the middle school is ongoing. Outside matters are referred to the police, patrons are asked to call the police for anything they observe that would need their intervention. Issues that arise within the library will be managed by the staff, including calling the police if necessary. Several changes and adjustments are being considered to reduce and manage these ongoing nuisances.

B. Wareham Free Library Website

Trustee Mike Flaherty has offered to rework the library's website in order to

offset a significant cost which would be incurred by employing an outside contractor. Mike would only ask that the cost of materials be covered by the library's budget, donating his own time. Some support would also come from the Friends and the Foundation as they would be using sections of the website for their own purposes. The library director would like to bring the total management of the website under control of the library and possibly have a face book component. Mike offered to train and teach others how to maintain and manage the total system

Mike raised his concern about perceived conflicts because of his status as a trustee and the possible need for an MOU, this was not considered an issue. Leie Carmody moved to accept the re-creation of the website as proposed, motion seconded by Jim Hazlett. Motion passed unanimously, except Mike abstained.

C. Liaison to the Friends

Leis Carmondy as liaison to the Friends expressed concern over the library's need to fund programs, some of which are expensive, the question being perhaps the liaison should be better informed as to specifically the dollars the Friends may have at any given time for library needs. Thus facilitating the process, A motion to that effect was then made by Leie and seconded by Martha Strachan. There immediately followed a discussion as to whether the motion was in order followed by the observation that perhaps the opinion of the Acting Director would be helpful in furthering the discussion of the issue. (The motion was later withdrawn).

Denise Mederios responded, we have a better budget, salaries are covered by the town, but we only have \$10,000 for books and other materials, we need \$40,000, to offer much needed programming. She has a good working relationship with both the Friends and Foundation, meets with them regularly thus facilitating the process of deciding best which programs should be funded by available funds.

Jack Houton stressed the importance of our understanding that the Trustees have a significant function in fund raising and that viable interaction should exist between the Board of Trustees and the Friends and

the Foundation.

Reflecting that this was an important issue needing further study, he recommended that the Executive Committee be convened to take up the matter and decide how to proceed. A general comment was made that both organizations have been vital to library funding, and that fund raising takes time, effort and commitment, and we know it is falling upon to few individuals. The trustees do have a role in supporting their efforts and to be active agents of recruitment for volunteers.

7. Acting Director's Report

Denise Medeiros' monthly report consisted of the following topics with added remarks as required:

Fund proposals to Target and Makepeace for computers, literacy stations and family story time programming have been initiated and submitted.

Submitted a grant request to Massachusetts Board of Library Commissioners for the Tweens and Teens programming

MOU completed with Renee Richard Ouellette art exhibit in June

Budget reviewed in detail, utilization of Revolving Fund needed to carry expenses for April, May and June. Request to increase the revolving fund was submitted and will be heard by the Board of Selectmen.

8. Trustee Matters: Qualifications for office; nominating committee.....

The trustees continued their discussion regarding the annual election of officers. The following issues and concerns dominated the discussion. They in time will become more substantive and agreed upon as we move forward to the elections in June 2011.

* Robert's Rules of Order are a resource and provide guidelines as covered in section 66.

* The trustees agreed to the importance of determining who was interested in serving as a first step to a nomination. Trustees need to exclude themselves if not interested.

*Because of our membership number of nine, a nominating committee was thought problematic and cumbersome.

*A term of office of one year or two years created an interesting discussion and there seemed to be some consensus that two years would allow for the experience of leadership to benefit the Board more than a yearly rotation.

*Whether these was value in having a vice chair rotate to the position of chair was also considered a worthy consideration.

In a related way other matters were raised. Jack Houton thought it important that the trustees work more closely with the Selectmen, but in no way to offset their role. The Board of Trustees needs to have a better understanding of those who show interest in serving and a more influential role in recommending to the BOS our choices, even to the point of actively recruiting potential trustees.

Leie Carmody raised a further point regarding the reappointment of trustees and an equally valid role in recommending and giving feedback to the BOS, allowing for the Board of Trustees to gain from maturity, and experience.

9. Next meeting, Since the third Thursday of April is Holy Thursday, the Board will meet a week earlier on the 14th at @ 5:30.

10. Adjournment

Motion to adjourn at 7:44 moved by Jack Houton, seconded by Martha Strachan, motion passed unanimously.

Respectfully,

Tom Wavro



Minutes voted upon Thursday, June 23, 2011: Approved / Disapproved



Acting Chairperson



Secretary

1100 N. S. W.