

WAREHAM FREE LIBRARY BOARD OF TRUSTEES  
MINUTES OF MEETING, TUESDAY, October 12, 2010

1. Meeting called to order at 4:05 and Chaired by Johnna Fredrikson

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

New trustees Jim Hazlett and Mike Flaherty were introduced and welcomed

Guests: Mary Nyman, Kerry Mello  
Mark Andrews, Town Administrator  
Brenda Eckstrom, Liaison for Selectmen

2. Public Comments: None.

3. Minutes of the last meeting were reviewed and amended as follows: Martha Strachan reported that she had volunteered to be the alternate liaison with the Friends of the library.

Kate Furler moved for acceptance of amended minutes, seconded by Martha Strachan, the vote favored by all present except for McDonald, Hazlett and Flaherty who abstained.

4. Old Business

- a. Kate Furler asked if the library was now accepting book donations for the Friends. Denise Medeiros responded that book donations were being accepted and that a posted sign clearly marked that the donation was for the Friends. She also added that the Spinney Library would be a component of the planning process for discussion purposes.

5. New Business

- \* The Chair reported that she would be vacating her position during the Executive Session to speak to the issue and a temporary chair would need to be appointed. Larry McDonald moved that Tom Wavro assume the temporary role, seconded by Kate Furler, motion passed unanimously.

- a. Foundation - Annual Appeal

Kerry Mello reported that the Foundation is initiating an annual fund raising event, whose goal is to raise funds and also to acquire new donors. All proceeds will exclusively benefit the Wareham Free Library. A brochure is being developed, its message will convey the strong partnership between the two entities and that the goal is to assist in maintaining the library's certification and to support the library with books and materials. The kick off is anticipated for the second week in November. A website is to be initiated, accepting online donations. Kerry emphasized that in the solicitation of funds, donors intention are honored as is spelled out in the MOU. What is important to the Foundation

is to raise the public consciousness of this important community need. A modest goal has been set given the economy.

b. Policy Committee Report

A report was given by both Kate Furler and Denise Medeiros. Areas for policy development were presented and another meeting planned. A Policy for Meeting Room Use developed by the Director was presented for consideration, she welcomes further suggestions from both staff and the trustees. Martha Strachan moved for acceptance of the draft, seconded by Mike Flaherty, motion passed unanimously.

c. Library Strategic Planning

The trustees were presented with an outline of step one for the four month process whose assumptions include a real and ongoing commitment to library services and the community's needs; the wise and resourceful use of limited resources and community wide involvement and participation.

Denise is encouraging the Board of Trustees to earnestly participate in promoting a significant representation of local citizens for the planning committee to be composed of about twenty persons. The four building blocks to a meaningful and productive planning process is dependent upon the library staff, the director, the trustees and the planning committee / citizens. She asked that the names of potential planning members be offered at the next trustee meeting. Being familiar with the library is not a requisite, although participants will be asked to attend and commit to their presence at two full days of planning. A consultant will be sought to facilitate the process.

Workshops will be conducted to devise a community vision and to consider what changes are needed in looking at the present modes of service.

d. Insurance policy / Checking Account

Johnna Fredrikon has canceled an insurance policy for bonding purposes which was in force when treasurer functions were handled by the trustees. As well there is still an active checking account, steps will be taken for its dissolution.

e. MOU's Bourne Wareham Art Association - Kate Furler

Two MOU's were presented to the trustees, one with the Wareham Art Association and the other with Kate Furler. After review and discussion with questions asked about the handling of funds that are generated from these MOU's, both were approved by the trustees. In the case of the Wareham Art Association, motion to accept was made by Kate Furler and seconded by Mike Flaherty. The vote was unanimous for approval. The MOU with Kate Furler was presented. Motion to accept made by Martha Strachan and seconded by Larry McDonald. Kate abstained the others present voted for approval.

Mark Andrews the town administrator was present and offered relevant comments regarding how the MOU's are very much instruments that guide the relationships between the town and independent groups using town facilities. Most importantly how the goals developed in strategic planning relate to and form the basis for the MOU process.

6. Acting Director's Report

Denise Medeiros commented briefly on the hiring status for the vacant position, General Services Librarian. The process is nearly completed and clarification is being sought regarding a union issue.

The Director's report for September included the following items:

Oak Grove Cape Verdean Cultural Center Project

Reading Partners Literacy Grant

Envisionware Upgrade

State Aid Presentation to Board of Selectmen

Volunteer Recognition program held on September 28, 2010 during the program the Community Arts in Action organization announced several donations to the library.

7. Trustee Matters: Executive Session

Executive Session was called to discuss the reputation, character, physical condition or mental health of an individual or discuss the discipline or dismissal of, or complaints or charges against, a public officer (MGL c30A Sec 21 Effective July 1, 2010)

Larry McDonald moved that we go to Executive Session, seconded by Mike Flaherty.

Approval to do so was unanimous, Time: 5:30 PM.

8. Public Matters None

9. Next meeting - Tuesday, November 9, 2010 at 4:00 pm

10. Meeting adjourned 6:40 pm, motion by Larry McDonald seconded by Martha Strachan passed unanimously.

Respectfully submitted:

Tom Wavro

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Minutes voted upon Tuesday, November 9, 2010

Approved / Disapproved

Johnna Fredrikson  
Acting Chairperson

Tom Wavro  
Acting Secretary

