

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

1. Meeting called to order at 5:32 PM by Chair: present: Trustees: Mike Flaherty, Chair, Martha Strachan, Vice Chair, Kate Furler, Acting Secretary, Kathleen LaFlamme, Megan Singleton, Jack Houton, and Bethany Gay, Director, Denise Medeiros. Guest: Kerry Mello. Meeting was recorded via audio by Chair as a personal recording. We attempted to tape as part of the record but the machine provided by the Town failed to work.

Leie Carmody and Liz MacDonald absent with notice.

Martha Strachan moved that Kate Furler be the acting secretary for this meeting. 2nd by Kathleen LaFlamme. Vote: 7-0-0.

2. Public Comment: None

3. Minutes approval of October meeting tabled until we have the IG to staple to them (expected for next meeting).

4. Reports: Mini-Golf fundraiser:

Megan Singleton distributed folders with materials from the Friends with information about this event.

The Friends looking for help locating Sponsors, contact person is Megan Singleton.

Mike Flaherty noted that the Capital Planning Committee listed an item from the Town Administrator concerning Spinney in their September 8, 2011 meeting minutes.

ALA Common Ground Grant: no action

5. Old Business.

Building Committee update: Denise Medeiros met with Mark Gifford of Municipal Maintenance to discuss the needs of the library.

Mr. Gifford agreed that we need the fence, but has no time line is available.

Mr. Gifford agreed that SOME of the shrubs in front of the building should be removed.

Ms Medeiros gave Mr. Gifford the listed of needed repairs generated by this committee and will be prioritizing these needs.

Ms Medeiros requested a full Capital Planning Report

Ms Medeiros requested that the Maintenance Department include the library's needs in THEIR Capital Plan.

Discussion of the condition of and the responsibility for the playground located behind the library.

6. New Business: none

7. Director's Report:

- * Access to Town Council policy explained.

- * Draft Policies discussed, copies distributed. Discussion about video rentals. Policies need to be voted on in a future BOLT meeting. Discussion about meeting rooms and fishing poles.

- * Discussion on Behavior Policy. Internet policy discussion will happen at a future BOLT meeting.

- * Draft Budget discussed, copies distributed

- * Trustee duties and responsibilities discussed, copies distributed.

- * Motion: by Bethany Gay 2nd Martha Strachan

- * Denise will look into inviting other library boards to join in a training session for Library

- * Trustees given by MBLC and MLS. 7-0-0

- *Amendment: by Kate Furler, 2nd Kathleen LaFlamme

January meeting limited to information about appointed trustees rather than elected trustees. 0-7-0

- * Fund Raising Plan: Denise Medeiros and Kerry Mello
- * Roles: Friends - Event Planners
Foundation - Grant and Donation organizers
Trustees - Support and Advisory Group

* Foundation is persuing large donations and grants. They are setting up materials for a bequest program. Their annual appeal will be more targeted this year. The Foundation presently has 11 members and may have up to 25 members.

8. Trustee Matters
MLTA Newsletter: tabled until Leie Carmody returns
Secretary election: Kate Furler volunteered to do the task when Leie is unavailable. 7-0-0
9. Next meeting: Dec 15, 2011 at 5:30 PM . Motion by Martha Strachan 2nd Kate Furler 6-0-1
Jack Houton and Kathleen LaFlamme will be away for the December BOLT meeting.
10. Motion to adjourn by Strachan /Furler 7:52 PM 7-0-0.

Submitted by Kate Furler
Acting Secretary

Kate Furler
Megan Singleton