

MEETING OF THE BOARD OF LIBRARY TRUSTEES

MINUTES for July 11, 2017

Falmouth Public Library North Falmouth Branch
6 Chester Street
North Falmouth, MA 02556

Present: Trustees Lysbeth Abrams, Jerome Fanger, Judith Fenwick, Lindsay Hopewood, Kathleen Murray, Sylvia Szulkin, Marilyn Zacks, Library Director Linda Collins; guests: Jenifer Alai, observer for League of Women Voters, Laurie McNee, North Falmouth Branch head librarian, Jill Erickson, head of Falmouth Public Library Reference Department; Michael Markoff, Esq., Attorney for the Board of Library Trustees

Absent: None

Prior to the meeting, Library Director Linda Collins led the Trustees on a tour of the prospective site for a new building for the North Falmouth branch. Since the site is currently heavily wooded, the group was unable to walk the entire property but was able to see where the building and parking lot would be placed.

The meeting was called to order at 6:45 p.m. by Chair Lysbeth Abrams.

1. Report from the Friends of the Falmouth Public Library: Kathleen Murray acting for Len Miele
The summer book sale was very successful.

2 Minutes for June 13, 2017: Sylvia Szulkin

On a motion by Zacks seconded by Fanger, the Minutes were unanimously approved as corrected.

3. Correspondence: Lysbeth Abrams

Librarian Stephanie Seales has requested \$45.00 to attend the Northeast Library Association program on diversity. On a motion by Szulkin seconded by Fanger the Board approved the requested funds contingent on the approval of Seales' supervisor.

4. In-House and Personnel: Linda Collins, Library Director and Acting Assistant Director

(a) Jennifer Woodward has accepted the position of Assistant Director. She will start on September 18, 2017. Judy Fenwick, who is new to the Board, asked for a copy of Woodward's resume.

(b) We need to expend the remainder of the State feasibility study grant relating to the North Falmouth Branch. Collins has contacted Peter Johnson- Staub about expediting receipt of the Town Manager's signature so that we can access the remaining funds. We would use those funds to allow architect Stephen Hale to draw up a plan showing the acreage needed for the project. Hale had won the bid for the architect's portion of the study. He has substantial experience with library design.

After discussion, the Trustees reached consensus to move ahead with the feasibility study.

5. Treasurer's Report: Jerome Fanger

(a) Fanger reviewed balances, deposits and withdrawals.

(b) Fanger noted that the upcoming Books and Authors Festival planned by a member of the library staff for July and August will consume \$3,500 of the \$6,000 budgeted by the Trustees for programming for the entire fiscal year. Fanger was concerned that not enough money would be left to provide programming for the remaining ten months of the fiscal year. A discussion ensued between the Trustees and Librarian Jill Erickson on whether the Trustees' inquiry into programming expenditures constituted micromanagement of program planning.

(c) Discussion arose over whether the Trustees should amend their policy of limiting book sales by authors and booksellers on the library's premises. Erickson spoke in favor of the booksellers' role. Zacks explained that the policy was written at a time when Falmouth had three bookstores. Now that Falmouth has only one bookstore, the policy may be re-examined.

At 7:25 p.m. Attorney Michael Markoff arrived to discuss litigation strategy with the Board. On a motion by Szulkin seconded by Fanger, the Board agreed to suspend its open session to enter executive session to discuss litigation strategy with its attorney pursuant to M.G.L. ch. 30A, sec. 21(a)(3). The voice vote was as follows: Abrams: AYE; Murray: AYE; Hopewood: AYE; Fenwick: AYE; Szulkin: AYE; Zacks: AYE; Fanger: AYE. Abrams announced that an open meeting would have a detrimental effect on the Trustees' litigating position. She stated that the executive session would likely last less than an hour, after which the open meeting would resume. Members of the public and staff then left the room.

The open session resumed at 8:30 p.m.

5. Treasurer's Report (Continued): Jerome Fanger

(d) The Eastern Bank investment fund is doing very well, up 6% for the first six months of the calendar year.

6. Chair's Report: Lysbeth Abrams

(a) Abrams will prepare an outline of the process for in-take and acknowledgement of donations to the Falmouth Public Library and its Trustees.

(b) Abrams will fine-tune an introduction to library programs so that donor support of the programs is publicly acknowledged.

(c) Discussion of the By-Laws will be deferred to the next meeting.

(d) Professor Jill Gordon will present a talk on the definition of race on August 10 in the Hermann Room.

(e) Discussion of the Temple of Flora will be deferred.

7. Committee Reports

Hospitality Committee: Marilyn Zacks

Zacks suggested the Board start planning its Staff Appreciation Day for the Fall.

On a motion by Fanger seconded by Zacks, the Board unanimously voted to adjourn.

The meeting concluded at 8:45 p.m.

Respectfully submitted,

Sylvia L. Szulkin, Acting Board Secretary

