

Meeting of the Board of Library Trustees
Falmouth Public Library, Trustees Room
Minutes for September 12, 2017

Present : Trustees L. Abrams, S. Szulkin, J. Fanger, J. Fenwick, K. Murray, Library Director:
Linda Collins

Absent: Marilyn Zacks, Lindsay Hopewood.

Guests: L. Miele, Friends of FPL and J. Alai, League of Women Voters observer. The meeting was called to order at 6:45 by chair Lysbeth Abrams.

1. **Friends of FPL Business:** The Summer book sale grossed \$68,000. The Friends would like to increase their volunteer base. October 12 at the Newcomers' Club Evening of Volunteers, the Friends will have a booth. And Len Miele asked for permission for two Friends' Board of Directors to set up a table on Saturday, October 14 on the Library lawn for a volunteer membership drive with cider and donuts to attract volunteers. The Trustees approved by consensus.

2. **Review and Approval of Minutes:** The draft minutes of August 8, 2017 meeting were reviewed with edits and corrections made by K. Murray, S. Szulkin and J. Fenwick. The revised draft minutes will be presented at the next meeting for approval. The draft minutes of the August 8, 2017 Executive session will be held for approval at the October 10 meeting.

3. **Correspondence:** Donations acknowledged by the Chair.

4. **Treasurer's Report:** J. Fanger provided a review of Trustee expenses and income for 7/1/2017-6/30/2018 as of 8/8/2017. There was a verbal presentation of Eastern Bank assets. A Cape Cod Foundation update was provided. Unanimous approval of the Treasurer's report.

5. **Chair's Report:** There was a summary of the annual conflict of interest reporting. The annual report from the Board Chair and the Library Director will be submitted to the Board of Selectmen with the presentation scheduled for October 30.

Jill Gordon's presentation, "Beyond the Dream" on August 10 was attended by 60 people.

6. **Committee Reports:** K. Murray reported that he Policy Committee met on September 8 and continues to work on updating the Bylaws.

7. **In-House and Personnel Report:** L. Collins reports that all the libraries are now fully staffed.

8. **Library Director's Report:** Annual report text is due shortly to the Town Manager for FY 2017. [See Chair's Report above for scheduled presentation.]

There was discussion of the contents and order of the Director's portion of the annual report; and mention that the FPL was dropped from the FY 2016 print annual report. This will be brought to the attention of Town Hall.

Update on North Falmouth Library: Stephen Hale's contract for feasibility study, and planning and design as part of the planning and design grant; the design phase funds are to be expended by Fall 2017 to complete the planning and design report. Project Manager from Vertex is scheduled to meet with L. Collins and S. Hale.

The Director attended the recent Selectmen's meeting for discussion of the Summer 2018 operation of the Carousel of Light, and possible town sites for its location.

9. **Ongoing Business:** Staff and volunteer appreciation dinner will be at Linda Collins house on October 19 at 5:45 p.m.

10. **Executive Session:** Motion by S. Szulkin to move into executive session to discuss litigation. It is expected that public session will not resume. Seconded by K. Murray. The motion was unanimously approved by voice vote: Abrams:Aye, Fanger :Aye, Szulkin:Aye, Murray:Aye, Fenwick:Aye.

Meeting adjourned 8:50 p.m. Respectfully submitted, Judy Fenwick, Corresponding Secretary