

**Falmouth Public Library Minutes for January 8, 2019**  
**Meeting of the Board of Library Trustees**  
Falmouth Public Library,  
300 Main Street, Trustees Room  
Falmouth MA 02540

Present: Trustees Lysbeth Abrams, Judith Fenwick, Margo Finnell, Lindsay Hopewood, Kathie Mount, Sylvia Szulkin.

Linda Collins, Library Director; Jennifer Woodward, Assistant Library Director

Guest: L. Miele

---

1. The meeting was called to order at 6:45 PM by Chair L. Abrams, who read a note of thanks from the family of Kathleen Murray.

2. Public Comment: No one appeared for public comment.

- The discussion regarding use of the Library Lawn by the Dome at Woods Hole-DWH group (Nicole Goldman) was continued from the 12/11/2018 Board meeting. N. Goldman met with L. Collins and L. Abrams prior to this Board meeting with the further amended request for use of the Lawn for July and August 2019, to install a temporary pop-up Dome on the Lawn for arts and science programming. Earlier questions were partially answered:

a) the duration of the request was to set up in late June, programming July and August;

b) the group was willing to work with Arts Alive and the FFPL Book Sale to accommodate concurrent events taking place on the Lawn during the same time period;

c) the exact location on the Lawn was to be forward on the Lawn close to Main Street, and across the corner from Peg Noonan Park.

The Board felt that the duration requested by the DWH group was too long with possible interference with the Arts Alive and Book Sale events. The period from Aug. 1-31, 2019 was suggested.

**S. Szulkin moved** the dates of Aug. 1-31, 2019 for The Dome of Woods Hole to use the Library Lawn.

**M. Finnell seconded.**

**Committee Vote: All in favor**

3. Reports from Library support groups

- Friends of the Falmouth Public Library - Books for the Summer Book Sale are already being donated and collected. The FFPL are using Amazon for sale of specially priced books with \$2,700 made in January 2018 from Amazon sales.

- Falmouth Public Library Support Fund - S. Szulkin reported on the Jan. 08, 2019 FPLSF meeting which was a productive meeting with the FPLSF and Library Trustee liaisons setting parameters for requests for project funding. The group will meet next in March 2019.

4. Recording Secretary's report and approval of minutes

J. Fenwick presented minutes from the Oct. 9 and Nov. 7, 2018 meetings.

**K. Mount moved to accept the minutes of Oct. 9, 2018**

**L. Hopewood seconded the motion.**

**Committee Vote: All in favor**

**S. Szulkin moved to accept the minutes of Nov. 7, 2018**

**L. Hopewood seconded the motion.**

**Committee Vote: All in favor**

J. Fenwick handed out the Board of Library Trustees Bylaws, as last amended May 8, 2018.

The amended bylaws have been posted on the Library's website; and new board members were encouraged to familiarize themselves with the document.

5. Treasurer's Report

M. Finnell reported that the Resource Committee met on Jan. 3, 2019 and revised the listing of budget expense and income categories. Donations for Dec. 2018 have been acknowledged and incorporated into the budget. Check 151 that had not been cashed on the old Eastern bank account will be replaced from the new account. This will allow the old Eastern bank account to be closed.

6 Library Director's Report

- A tree on the library lawn will be taken down by the town for safety reasons.  
- The interior handrail for stairway on the Katherine Lee Bates entrance side will be installed in late January/early February.

- the Library's budget request to the Town for increasing Tuesday/Wednesday morning hours was declined by the Town Manager/Finance Director. L. Collins will look into "Plan B" of moving staff around to gain some hours on Tuesday/Wednesday.

- A handrail is needed to improve safety on the interior stairway leading down to the Katherine Lee Bates Road entrance. A quote for the middle rail has been obtained from Peter Vidal, for \$7,000 to craft the bronze middle rail, with installation by the town.

**S. Szulkin moved** to set aside \$7,000 from the Trustees' budget for the railing.

**L. Hopewood seconded the motion.**

**Committee Vote: All in favor**

7. Assistant Director's Report:

- J. Woodward reported on personnel that 2 10-hour/week Library shelvers jobs have been posted to replace the shelvers who were promoted last month to Library Aides. There have been 82 applications, narrowed down for interviews. Another posting for 13-hour/week Library Assistant to float between East Falmouth and Main branches.

- The upcoming monthly staff meeting for staff professional development day will feature stress reduction with meditation techniques.

- Trivia nights are being offered.

- An E-course is being taken by Laura Ford on "Supporting Teen Services"; she will share her experience with her colleagues. The cost of the course is \$199 which the Board is being asked to cover.

**K. Mount moved** to support the cost of the course.

**S. Szulkin seconded.**

**Committee Vote: All in favor**

8. Chair's Report

- L. Abrams informed the Board that the Trustee Vacancy has still not been posted by the Board of Selectmen. She will follow up.

- Invitation to the Library Legislative luncheon on Friday, January 11, 2019 at the Mashpee Public Library, 12:30 PM

- L. Abrams handed out the Massachusetts Library Board of Commissioners' Legislative Agenda and advised the Board of the website/link to the Commissioners' revised handbook .

9. Committee Reports

- Building and Grounds - L. Hopewood, nothing to report

- Policy - J. Fenwick to chair, with request to set a March meeting for Bylaw refinements after review by Frank Duffy, Town Counsel.

- Resource - M. Finnell reported on Jan. 3, 2019 meeting of the Resource Committee with further action on FY 19 budget revisions

10. Ongoing business

L. Collins was contacted by E. Miskell regarding disposition of archives from the Falmouth Library Foundation. Collins will take possession of the archives.

11. Adjourn:

**S. Szulkin moved to adjourn.**

**M. Finnell seconded the motion.**

**Committee Vote: All in favor**

Meeting adjourned 8:35 PM

Respectfully submitted,  
Judith Fenwick, Recording Secretary

---

The next meetings of the Board of Library Trustees will be:

6:45 PM, Tuesday, February 12, 2019, Main Branch - Falmouth Public Library, Trustees Room

6:45 PM, Tuesday, March 12, 2019, Main Branch - Falmouth Public Library, Trustees Room

---

Handout #1: Board of Library Trustees Bylaws as last amended 05/08/2018.

Handout #2: Mass. Board of Library Commissioners, FY2020 Legislative Agenda