

**Falmouth Public Library Minutes for Feb. 11, 2020**

**Meeting of the Board of Library Trustees**

Falmouth Public Library, Trustees Room 300 Main Street,

Falmouth, MA 02540

Present: Trustees Jenifer Alai, Kathryn Elder, Sylvia Szulkin, Margaret Finnell, Judith Fenwick, Lindsay Hopewood, Kathie Mount.

Jennifer Woodward, Assistant Library Director

Guests: Mary Tamucci (liaison and President of Friends of Falmouth Public Library), Marcia Easterling (LWV Observer).

Absent: Linda Collins, Library Director

1. Meeting was called to order at 6:46 by the chair

2. A request for use of the Library Lawn was considered.

**Motion by K. Mount** to approve use of the library lawn by the Falmouth Village Association for Annual Easter Egg Scramble.

**Seconded by M. Finnell**

**Unanimously approved**

3. Reports from Library Support Groups

- a. Report of the Falmouth Public Library Support Fund – Bob Ripley reported that J. Netto and S. Szulkin met with the Parks department staff to discuss taking down damaged trees and to discuss plans for improvements to the North Falmouth branch library. Ideas for programming were discussed.

4. Secretary's Report and Approval of Minutes – Kathy Elder

**Motion** to approve October 2019 minutes made by L. Hopewood

**Seconded** M. Finnell

**Unanimously approved**

**Motion** to approve November 2019 minutes made by L. Hopewood

**Seconded** K. Mount

**Unanimously approved**

**Motion** to approve December 2019 minutes made by K. Mount

**Seconded** M. Finnell

**Unanimously approved**

**Motion** to approve January 2020 minutes as amended made by J. Alai

**Seconded** J. Fenwick

**Unanimously approved**

5. Treasurer's Report – Margo Finnell reported seven new programs were supported by the Trustees, two of which are musical. A few donations came in. Request for Payment forms are now being used almost exclusively by the library staff which allows better tracking of expenses.
6. Library Director's Report – J. Woodward reported that a plan is in place to replace all shelving as well as carpeting at the East Falmouth branch. A Senior Librarians Assistant has been hired for North Falmouth and an offer has been made for another to assist with programming. Handouts were dispensed describing four Professional Development Conferences in the Spring 2020.

**Motion** was made by K. Mount to approve funds in the amount of \$310 for two library staff members to attend the Spring 2020 New England Archivists meeting April 2-4 in Providence, RI.

**Seconded** by J. Alai

**Unanimously approved**

**Motion** was made by J. Fenwick to approve funds in the amount of \$110 for a library staff member to attend the Digital Commonwealth Conference April 7 at Holy Cross in Worcester.

**Seconded** by K. Mount

**Unanimously approved**

**Motion** was made by J. Fenwick to approve funds in the amount of \$300 for five library staff members to attend the New England Technical Services Librarians Conference April 17 at Holy Cross, Worcester.

**Seconded** by K. Mount

**Unanimously approved**

7. Chair's Report – Sylvia Szulkin
  - a. Outreach ideas were discussed which included collaboration with the Falmouth Forum, Senior Center and public schools.
  - b. The Library Board of Trustees Annual Report will be presented to the Board of Selectman March 2 with a written report one week prior.
  - c. April Meeting will be the 21<sup>st</sup> at 6PM to avoid conflicting with Town Meeting.

8. Committee Reports:

- a. Building and Grounds – L. Hopewood reported that a new tree will be planted on Earth day to replace the one that came down on Earth Day.
- b. J. Fenwick reported that the Policy Committee met in January. There were about 5 suggestions made by town counsel F. Duffy to be discussed at a future meeting.

9. Executive Session to discuss the release of minutes

10. **Motion** to enter into Executive Session was made by S. Szulkin at 8:15 PM to discuss the release of the minutes taken during pendency of law suit, and not return to open session.

**Seconded** by M. Finnell

**Committee vote:**

**S. Szulkin: aye**

**M. Finnell: aye**

**J. Fenwick: aye**

**K. Mount: aye**

**J. Alai: aye**

**L. Hopewood: aye**

**K. Elder: aye**