



**Board of Library Trustees  
Minutes  
Friday December 20, 2019  
9:30 am**

**TRURO PUBLIC LIBRARY**

**Present:** Martha Magane, Mary Abt, Keith Althaus, Sally Brotman, Jim Kyed,  
Tricia Ford Executive Director, FOTL Ann Courtney.

Meeting called to Order at 9:35am

**Minutes**

November minutes were approved with the following changes:

- Damion Clemons not Clark
  - Bree Smith is the Health Connector resource (not reference)that the library staff are aware of for any assistance in health and housing for patrons in need.
  - add Budget Process Headline after Endowment
  - Strike from the minutes "Sally Brotman asked.as last year time was very short"
- Martha motion, Sally 2nd Approved with the above changes

**• Friends of Truro Library report**

- January Soup share will be on January 8. FOTL board meeting begins at 10am, which will be a working board meeting along with set up for soup lunch..
  - February 5 will feature State of the Town with the Town Manager
  - April - Trivia Night board meeting before the Trivia Night
  - May - no decision on a topic to date
  - May 6 10am FOTL meeting; Mary Abt will attend
  - June 10, at noon there will be the annual meeting/ Library Luncheon
  - Anne will not do the double duty of President and Vice President in 2020.
- FOTL needs to find new members.

**• Library Director's report – Tricia Ford**

(Hard copy attached)

**BUDGET**

There is a new format for the annual budget process. . Not all town departments will need to attend the budget task force meetings, but they will be required to attend an overview of the Town budget.

All staff are on step 6 and will receive longevity pay

There are a few items on the Capital budget for next year. There is the issue of soundproofing the Director's office and staff areas,

ill renew request in current budget for space planning

-\$3,000 for landscaping will remain in the library budget, as requested by Jarrod Cabral of the DPW

- Tricia would like to do some outreach with people in the community who may need help in responding to the 2020 census.

- A new, larger lock box for book deliveries when the library is closed has been offered by the Brewster Ladies Library at no cost to the library. The DPW will pick it up from the Brewster La-

dies and install it.

- Staff decided to publish two editions of "Footnotes" this winter and spring so Saturday music schedule could get out into the community before it started. They were able to do the printing in house because they used a single sheet of 8 1/2 X 11" paper. Jim liked the new color.
- Winter Concerts will start the first Saturday in January and Game nights featuring alternate Cribbage and Mahjong will be offered.
- Letter of support for the Truro Historical Society hard copy attached.

• **Meeting Room Policy**

The Board compared existing Truro Library meeting room policy and American Library recommendations based on The Library Bill of Rights.

- Discussion touched on Homeowner's Associations ( non-profit) meeting in the Library. Historically, there are around six groups of this sort who meet at the library to discuss maintenance of their roads, etc. Are they civic groups or non-profits? Sally will look further into this detail.
- Reading our current policy, it was determined that political groups can use the library (as they are civic organizations). It was also determined that our policy is very good as it stands and will not need to be updated at this point.

• **Further Business**

- Jim Kyed has decided not to run for Library Trustee again. His term expires in 2020. Need a new candidate for this position. We should encourage interested people to run.

- Meeting adjourned at 11:13pm.

Mary Abt

edited 1/17/2020

