

**Board of Library Trustees
Truro Public Library
Friday, March 19, 2021
11:30am
Vis "Go to Meeting"**

Present: Martha Magane, Chair; Keith Althaus; Sally Brotman; Tricia Ford, Director.

Absent: Mary Abt; Meg Royka.

The Chair called the meeting to order at 11:34am.

The approval of the minutes of the January meeting was postponed until the return of the Secretary Mary Abt.

The minutes of February 19, 2021 were approved with corrections.

FOTL: In the absence of Ann Courtney the Chair discussed FOTL's membership report which showed positive results of the recent mailing with envelope.

Director's Report: (as discussed)

The Director was happy to report that Health Agent Beebe is permitting the Library to increase its staffing to the 50% level. There was discussion of the recent cessation of publication of certain of Dr. Seuss' early books due to offensive content.

Whether there will be concert season has yet to be decided.

The Director encouraged those interested to attend (virtually) the upcoming ALA conference.

She also reported attending a Strategic Planning webinar, a reminder we should get an early start on a next long-range plan.

There was discussion of a possible bus stop near the Library.

The Trustees were shown a prototype of a portable tent which patrons could use on the back porch or lawn.

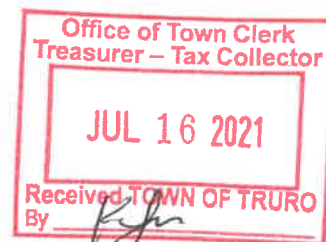
The quilt is scheduled to be returning to the Library in May.

The Director said she will go through the files and archives for references to hiring policy for the Director and Library personnel. Sally Brotman stated that she would be happy to serve if elected through a write-in campaign in the upcoming town election.

Adjourned 12:12pm

Next meeting April 16, 2021, Via "Go To Meeting"

Respectfully submitted,
Keith Althaus



II. Truro Bylaws: The Library is not mentioned at all

III. Truro Town Policies

Policy #37

p. 1 "The Board of Library Trustees appoints the Library Director, who appoints library personnel in consultation with Town Manager."

p. 2 "With the exception of school employees, all Town employees are under the direction of the Town Manager, who is the appointing authority for such employees."

This policy removes the Library Board from any involvement in the hiring of library staff, and although p. 1 mentions the Board in the hiring of the Director, p. 2 gives the Town Manager "the appointing authority" and states that the "Town employees are under the direction of the Town Manager".

Policy #38 Memorials and Facilities Naming Policy

And Policy #60 Memorial and Dedication Gifts

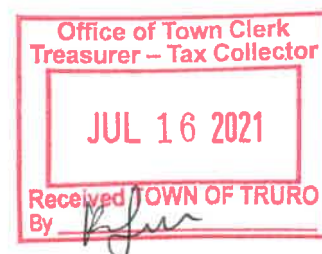
Gives the Board of Selectmen all authority for memorials and naming policies.

This conflicts with the Library Board naming policy and gifts policy.

Policy #54

Section 3 Reporting Chain spells out that "Library Director: Reports to the Board of Library Trustees who are responsible for assigning tasks to the Director."

This aligns with Library Board policies, but seems to be in conflict with Policy #37.



Truro Public Library
Director's Report
March 19, 2021
FY2021

Statistics: Attached.

Financial Report: Attached.

Collection Development: No issues

Building Status: Good news. Our iWave, the air-cleaning system has been installed.

Staff: We received notice from the Truro Health Agent Emily Beebe that we could increase library staffing to 50%. We are back to our 2-teams of 3 people working in the building every other day.

So far two staff members have received their first vaccine.

I have asked staff members to think about their comfort levels with opening up for "grab and go", and to let me know their thoughts and concerns. We will follow up with a staff discussion and come up with a plan.

Activities/News:

Maggie and I have chosen not to change the location or designation of our Dr. Seuss children's books. This issue of noticing that a book no longer reflects cultural norms is nothing new, and our policy is to allow access these cultural flashpoints so that patrons may decide the quality of the work for themselves. I have been more concerned with our collection of books by Joseph C. Lincoln and other authors of his ilk. These are unquestionably unfashionable works that are full of language that today is considered offensive, but we have kept the works accessible in a "Cape Cod Fiction" collection.

Regarding weather protection for our back deck, Peter Thrasher came up with an elegant, simple solution. He suggested that we purchase a few patio umbrellas and stands that are portable, inexpensive, and temporary. A prototype will be arriving this week.

We have been concerned about a few patrons who depend on our computers. I have asked the Truro Health Agent if it would be wise to allow one person each day access to the computers for a limited period of time.

The Truro Summer Concert Committee will decide soon if they will be having their summer concert series.

I have registered for the virtual ALA convention and will encourage the rest of the staff to attend also. The price is comparatively reasonable--\$279 per person.

We have "re-seeded" our Seed Library, albeit more modestly than is usual. Courtney had the great idea of requesting suggestions from our social media followers. She received over a dozen requests for certain seeds.

Respectfully submitted,

Tricia Ford
Library Director

2021 Meeting Room Exhibits:

January – *tba*

February – *tba*

March – *tba*

April – *tba*

May – *tba*

June – *tba*

July – *tba*

August – *tba*

September – *tba*

October – *tba*

November – *tba*

December – *tba*

Upcoming presentations and activities:

All activities are temporarily suspended

Children's Play Group

Monday mornings at 10:00 a.m. (last session May 6, will resume in October)

Children's Story Hour

Thursday mornings at 10:30 a.m.

Children's Saturday Programs

(see Footnotes/Website)

Book Groups

Truro Library Book Group (last Wednesdays)
Next Chapter Book Group (*on hiatus*)

Events

(see Footnotes/Website)

Memo

TO: Truro Library Board of Trustees

FROM: Tricia Ford, Library Director

DATE: March 21, 2021

RE: Assigned by BLT to examine governing documents of the Board of Library Trustees, Truro Town Charter, Truro Town Policies, etc., to look for potential conflicts.

History: In 2005 the Library Board of Trustees and the Town Manager had discussions about which position held the preponderance of the authority for Library Personnel hiring. At that time Truro Administration and Truro Board of Library Trustees agreed that although both groups would consult with one another, the Library Board had the main authority in hiring the Library Director and the Library Director would have the main authority in hiring library staff. Since that time, there has been no further discussion on the subject between Truro Administration and the Library Board, but there have been some changes in the Truro Charter and Truro policies that appear to conflict with the previously-mentioned agreement.

I have examined the Truro Charter, Truro Bylaws, and Truro Town Policies and have noted where the potential conflicts appear.

I. Town Charter:

1. p. 10 5-3-1 This provision states that the Town Manager is responsible for all hiring and managing "unless otherwise provided by the General Laws"
2. p.12-13 Section 4 and Section 5 These two sections very clearly give the Town Manager authority to appoint all Department Heads, and that all those Department Heads report solely to the Town Manager. (Some exceptions are listed, but the Library is not among them)
3. p. 15 Chapter 6, Sections 3-4 Multi-member boards are addressed, but the Library Board is not included.
4. Appendix B, Part 1. This Library Board is listed here as one of the elected positions.
5. Appendix B, Part 3 is a chart of reporting responsibilities. The Library Personnel has two reporting lines, one to the Town Manager and the other to the Board of Library Trustees.