



# TOWN OF TRURO

## Board of Library Trustees

P.O. Box 2030, Truro, MA 02666

### Meeting Minutes of August 19, 2015 Truro Public Library: Cobb Room

Present: S. Keith Althaus, John F. Kolb, James M. Kyed, Sally Brotman, Barbara B. Wood (Chair), Tricia Ford: (Library Director), Martha Magane (Friends of the Truro Library, FOTL)

**The meeting was called to order at 9:35 AM**

**Minutes** of July 15, 2015 were approved

**CERTIFICATIONS:** All the Trustee certification paperwork has been completed.

**FOTL:** Martha reported that the Book and Bake Sale took in approximately \$2000, a decrease of around \$900 over last year, but was successful in signing up 5 new FOTL members and renewing lapsed memberships. The timing of the event, which coincided with the Pan Mass Challenge may have contributed to the drop in attendance.

FOTL executive committee meeting representatives: Sept. 2 – Jack, Oct 7 - Barbara, Nov 4 - Jim, Dec 2 - Keith, Jan 6 - Sally

**FIRE DOORS:** Trish got an estimate of \$2500 to upgrade the two sets of fire doors so that they would automatically connect to the Library Fire Alarm system. She will also obtain an estimate for an upgrade to glass panel doors. She asked the trustees to make a note of other potential capital expenses for the coming budget cycle.

**LIBRARY DIRECTOR'S REPORT:** (Attached) Trish asked the Trustees for feedback about the type of data and organizational format that would be most interesting and helpful for her report. Barbara and Sally recommended longitudinal data charts or graphs to highlight trends.

Jack suggested that Trish explore the possibility of selling the unused Vault door.

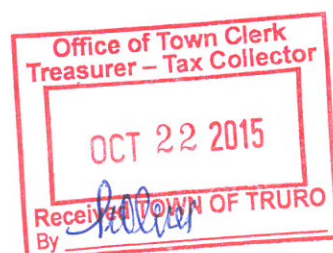
**STRATEGIC PLANNING MISSION STATEMENT:** A second draft of mission statements offered by individual trustees was discussed. Trustees agreed to submit a next draft with attention to use of wording that includes 1) free and equal, 2) knowledge and learning, 3) creativity, 4) community and also can include a Belief Statement.

**NEXT MEETING: SEPTEMBER 16<sup>TH</sup> 9:30 AM LIBRARY COBB ROOM.**

**Meeting adjourned at 11:30 PM**

Respectfully submitted,

Sally Brotman





# TOWN OF TRURO

## Board of Library Trustees

P.O. Box 2030, Truro, MA 02666

### Meeting Minutes of September 16, 2015 Truro Public Library: Cobb Room

Present: S. Keith Althaus, John F. Kolb, Sally Brotman, Barbara B. Wood (Chair), Tricia Ford: (Library Director), Martha Magane (Friends of the Truro Library, FOTL) Absent: James M. Kyed

**The meeting was called to order at 9:36 AM**

**Minutes** of August 8, 2015 were approved

**FOTL:** Martha reported that the Truro Treasures Paperback Book Sale and signage are on the FOTL agenda. Membership is down approximately \$250 from \$3390 last year to \$3025 thus far this year, however the Membership chair has yet to be filled.

**MISSION STATEMENT:** The board unanimously approved the following Mission Statement. **To engage our community in literature, arts, learning, and in the transforming power of information.**

**STRATEGIC LONG RANGE PLANNING (LRP):** The board listed the following reasons for developing a LRP.

- Required by MBLC
- To define the role of the library in our community
- To formulate the values of our library and it's role in the community
- To describe where we are NOW
- To facilitate decisions and choices in the use of finite resources
- To anticipate financial challenges
- To anticipate how demographic changes in the community may effect the library

**LIBRARY DIRECTOR'S REPORT:** (Attached)

**NEW BUSINESS:** Jack suggested that the Library web site contain a list of staff and trustees. Trish will follow up on the request.

**NEXT MEETING: OCTOBER 21<sup>TH</sup> 9:30 AM LIBRARY COBB ROOM.**

**Meeting adjourned at 11:04 PM**

Respectfully submitted,

Sally Brotman

