



**Board of Library Trustees Minutes
Friday May 18, 2018 9:30 am**



Attending: Sally Brotman, Jim Kyed, Keith Althaus, Mary Abt, Martha Magane, Marilyn Adams, FOTL; Tricia Ford Executive Director



Meeting called to order 9:32am

- Approval of April 20, 2018 minutes – Keith

Correct minutes to reflect Absences: Jim Kyed and Mary Abt

Correct DEP should be DPW

-3rd bullet under Directors report

Include the word THAT In the following line

"There was board consensus "that" extending policy to include..."

Moved by Keith Althaus..2nd by Sally Brotman.

Unanimously accepted by Trustees

- **Friends of Truro Library report – Marilyn Adams (2 min)**

Kirsten Andersen needs to step down from Friends VP FOTL position. Marilyn Adams will remain as President until new VP is in place

Shed ramp has been fixed

- **Library Director's report – Tricia Ford (30 min) Hard copy attached.**

-Library windows have been repaired all costs covered by DPW.

- Invitations^{to} people without library cards are ready.

-June 14-16 Voter registration by nonpartisan group needs volunteers.

-Truro Central School Day this week

- Purchase of new database Lynda.com cost \$2500. Provides tutorials for on line learning. Looking forward to heavy access. 1 year membership. Cost based on town population. Database be accessed by using library card.

Sally requested that Tricia share this with Town Administration to encourage use by town personnel.

- Boomerang Bags available to library users.

- Maggie Hanelt will coordinate table at Truro Farmers Market for Summer

2018

- Courtney is developing an Instagram presence for the Library

- Tricia is ending term in a year as CLAMS President

Endowment: Brochure -tabled to June meeting

Library Director Evaluation

Motion to accept employee performance evaluation by Keith Althaus,
2nd Martha Magane. Accepted unanimously.

Election of Officers for FY 2019

Chair - Sally Brotman

Vice Chair - Martha Magane

Secretary - Mary Abt

Moved by Keith Althaus 2nd from Sally Brotman. Vote was unanimous.

• Any other business that may legally come before the committee for discussion at the next meeting

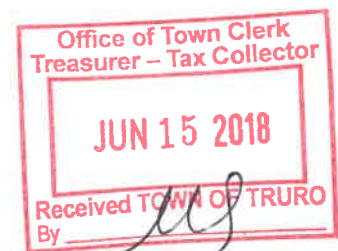
-Jim Kyed requests that the dead tree be replaced in the parking lot land strip. Tricia will discuss DPW plans about replacement with Jarrod Cabral

Meeting Adjourned 10:24 moved by Jim Kyed 2nd by Sally Brotman

Next meeting June 15, 2018

FOTL Annual Meeting All Trustees are invited

Mary Abt



Truro Public Library

Director's Report

June 2018

FY2018

Statistics: Attached are statistics for May 2018.

Financial Report: Attached.

Collection Development: No issues.

Building Status: The companies that are bidding on replacing our roof are mandated to do a library walk-through. I believe a few came by on Monday.

Our people counting mechanism is on the blink. We purchased the system in 2013 with an extended warranty. I have reached out to the company yesterday afternoon and should hear back today.

A few weeks ago, we opened up library service to two squirrels and one bird. So far, they have not returned, but I did request that a professional examine the building to look for more evidence of any "guests".

Staff: I completed employee evaluations and step raise authorizations for Galen, Courtney, and Peter, all of whom will receive a step increase on July 1.



The Truro Library Friends served this adorable cake at their annual luncheon in honor of Courtney's graduation from the MLS program at Drexel University.

News:

Our "invitations" and our Summer newsletter have been mailed.

The non-partisan group "Cape & Islands Vote", had their first of three days of having volunteers equipped with voter registration forms available. Their first day was rather slow, but they did supply at least one person with absentee voting forms. There was some talk at the CLAMS Membership Annual Meeting about doing more such projects.

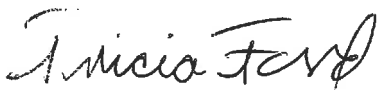
Enclosed is the press release for the release of a study by the Mass. Board of Library Commissioners on how people use Mass. libraries. The study can be found at <https://mblc.state.ma.us/ecosystem/#/>. On July 17 the MBLC is hosting a meeting at the Plymouth Public Library where the findings will be reviewed and discussed.

I have volunteered us for a MBLC study of bandwidth. I don't have a clear picture of what is involved, but I think that it is important to part of any discussions on this issue.

The summer concerts will begin on Thursday, July 5, here at the Library.

CLAMS news: Migration to hosting on the cloud will take place on June 27. We are all excited about this and are prepared to do our part to help by doing things like completely turning off all printers and peripheral things, and making sure that our off-line circulation software is up to date, and, of course, keeping patrons informed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tricia Ford".

Tricia Ford
Library Director