

**BOARD OF LIBRARY TRUSTEES MEETING
TUESDAY, AUGUST 11, 2015
MASHPEE LIBRARY CONFERENCE ROOM**

Present: Carlo D’Este, Kate Milde, Joan Lyons, John Kowalski, Mark Wright, Mary LeClair, and Allen Waters.

Also Present: Kathy Mahoney – Library Director
John Cotton – Board of Selectmen
Rodney Collins – Town Manager

Audience: Ryan Bray – Mashpee Enterprise

Carlo D’Este, Chairman, called the meeting to order at 4:15 p.m. and apologized for the delay in opening the meeting but explained the Personnel Subcommittee had just finished meeting with newly appointed Town Manager, Rodney Collins.

Approval of Minutes

Mark Wright motioned to accept the Regular Meeting minutes of July 14, 2015 as written.
Motion was seconded by Joan Lyons.
VOTE: Yes-5; 2-Abstain.

Roll Call Vote: Joan Lyons, yes	Mary LeClair, abstain
Allen Waters, yes	Kate Milde, yes
John Kowalski, yes	Mark Wright, yes
	Carlo D’Este, abstain

Town Manager

Chairman Carlo D’Este asked Rodney Collins whether he would like to share a little bit with the Trustees his perspective as Town Manager.

Chief Collins said first and foremost he is familiar with the Library Director since he had been a Town Department Head. He said he did appreciate her work and commitments she made. He said he also has some perspective regarding issues of the building and personnel issues. Chief Collins said there are certainly some things that are going to be addressed very amicably and quickly. He understands there is a process of maintaining the Library building through DPW and that will continue.

Regarding personnel, while he’s not inclined to add personnel, that doesn’t mean he will always say “no”. He said he understands the Library Director has to have some flexibility, and that will be immediately addressed.

Chief Collins said he will read the Strategic Plan. He said he understands there is a reference to personnel in the Management Study and he needs to look at it. He said if you have part-time staff looking to reduce hours, that would not be an issue. Director needs some flexibility; and she will receive it. Chief Collins will not be micro-managing daily operations of Director or Board of Library Trustees.

Chief Collins noted there are always financial constraints so only so much can be done. He is a fiscal conservative, but Town must take care of mission critical needs where Town relies on staffing and services on a daily basis as a resource.

Carlo thanked Town Manager Rodney Collins for his time in attending the meeting. Chief Collins exited the meeting at 4:30 p.m.

Friends of the Mashpee Public Library

Kate Milde and Jack Kowalski reported:

- Kate said Friends are very busy trying to come up with a plan for fundraising. Jack Kowalski said the Friends want to do things but lack volunteers needed. Jack commented that it may behoove Friends to set term limits. He pointed out this has worked well with the Library Trustees.
- Jack commented the Friends brought up the success of the Miniature Golf event...they were very pleased with that event. Kathy Mahoney stated most libraries set up in advance and get business/community involved and that's when more money can be made. Kathy said phone calls came in the next day from other towns inquiring about the event. They would like to use it as a fundraiser.
- Kate said Friends planning holiday event at the Library; and there is the potential for another cocktail party.
- Kate reported the Friends broached the topic of Selander Challenge in terms of asking for an extension of the October deadline, but they felt Selander family was clear on the date so will not make that approach. Jack Kowalski advised there is a bequest coming through where \$33,000 will go to the Friend so we will meet the \$50,000 challenge.

Reports

Kathy Mahoney's report for the month of July was discussed at length. Some highlights included the following:

- Kathy working on ARIS report.
- Working on personnel issues. Nothing will affect the budget right now—just trying to re-appropriate what we have. Kathy said this will enable us to come up with a plan.
- Historical Commission would like Library Director's guidance, but nothing done yet on that request.
- Working with Tribe. Children worked with Library on their literacy program; and Tribe had OSHA training at the Library.

Annual Oktoberfest event to be held October 3. If held at Mashpee Commons, then Library has closed for security reasons.

Motion: Kate Milde motioned to close the Library for Town Oktoberfest event on October 3, 2015 for security purposes.

Motion was seconded by Joan Lyons.

VOTE: Yes-7.

Roll Call Vote: Joan Lyons, yes	Mary LeClair, yes
Allen Waters, yes	Kate Milde, yes
John Kowalski, yes	Mark Wright, yes
	Carlo D'Este, yes

Kathy advised she attended first department head meeting with new Town Manager on August 5th where they were provided with Town Manager's input on various policies, projects, and initiatives to be implemented. Some of these included:

- Employee recognition awards.
- More money for professional development.
- Offered use of fleet, if available, when going to meetings.
- Communications.
- Working on inventories; and lost items.
- Activity Report; goals; objectives.

Reports (continued)

- Facilities...eliminate clutter; nothing taped to walls.
- IT has ticket request service system—go through town terminal.
- 30-, 60-, 90-day Plan proposed by Town Manager.
- Social media policy—Town Manager working with attorney on “what not to do as town employee” on facebook, etc.
- Dress code policy.

Communications

Selectman John Cotton :

- Selectman Cotton said he is Board of Selectmen liaison for Library, Archives, and the Tribe.
- He said he believes Town Manager dress code and communication policy being addressed first at Town Hall.
- Possible a medical marijuana dispensary to go on Echo Road.
- If Library has surplus shelves and Trustees give authority to give to Archives, let Town Manager know since Archives does need shelving.

Advocacy...Mark Wright reported that he, Allen Waters, and Kathy met on July 22nd. They agreed to wait until personnel issues are settled. They also agreed to educate each other.

Next Meeting ...4 p.m. on Tuesday, September 8, 2015 in Library Conference Room.

Adjournment

Mary LeClair motioned the meeting be adjourned; Mark Wright seconded the motion; and it was unanimously passed. The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Jean Giliberti
Recording Secretary