

**BOARD OF LIBRARY TRUSTEES MEETING  
TUESDAY, OCTOBER 13, 2015  
MASHPEE LIBRARY CONFERENCE ROOM**

**Present:** Carlo D’Este, Mark Wright, Kate Milde, John Kowalski, Allen Waters (arrived 4:20 p.m.), and Joan Lyons (arrived 4:40 p.m.).

**Absent:** Mary LeClair.

**Also Present:** Kathy Mahoney – Library Director

**Audience:** Sam Houghton – Mashpee Enterprise

Carlo D’Este, Chairman, called the meeting to order at 4:05 p.m.

**Approval of Minutes**

John Kowalski motioned to accept the Regular Meeting minutes of September 8, 2015 as written.

Motion was seconded by Mark Wright.

VOTE: Yes-5.

Roll Call Vote: Kate Milde, yes	John Kowalski, yes
Allen Waters, yes	Mark Wright, yes
	Carlo D’Este, yes

**Friends of the Mashpee Public Library**

Kathy Mahoney attended the Friends meeting and reported:

- Ceil Sneider announced her retirement. At the November 5<sup>th</sup> Annual Meeting of the Friends they will have a surprise celebration honoring Ceil and her service to the Friends.

Mark Wright asked whether any routine meeting between Friends and Trustees ever held. The Trustees suggested that perhaps after Friends’ new slate of officers gets elected then the Trustees should invite the President of the Friends to attend a Trustee meeting.

**Reports**

Kathy Mahoney’s report for the month of September was discussed. Some highlights included the following:

- The Trustees were impressed with the tremendous increase in enrollment in the summer reading program due to the efforts of Janet Burke, which brought the program to such a level this year. The Trustees asked the Library Director to extend their compliments to Janet for collaborating with the schools and achieving tremendous success with the program.
- Kathy talked with the IT Director regarding computer replacements at the Library and budgeting for such replacements. David DeVecchio suggested doing replacements incrementally—perhaps, 12 computers at a time—and they will be under IT budget, not Library budget. However, he asked that the Library budget include a narrative explaining the need for the replacement computers in support of what is submitted in the IT budget.
- Mark Wright asked when budget decision would be issued. Kathy explained it is submitted in December; then reviewed for approval by Town Manager, Finance Committee, and Board of Selectmen; and then goes to May Town Meeting for final approval. Approved budget starts July 1<sup>st</sup>.

**Reports (continued)**

**Draft Budget Review for October 16 Submission**

For the Library budget, we are including request for additional full-time staff person for next year. Also we are including additional funding for substitute coverage. For population the Library serves, we would still be below peer libraries in staff level. The draft budget discussed will be submitted to the Town Manager by due date of October 16<sup>th</sup>. Mark Wright asked whether Trustees would receive copy of the narratives included in the budget. Kathy said “yes” she would send to the Trustees.

**Policy Review**

Kathy Mahoney asked the Trustees to consider amending Library policy to enable Mashpee Library cards to be issued to students attending Mashpee schools under School Choice program, even if they live in communities whose libraries have been de-certified by the State and are therefore not eligible to participate in reciprocal borrowing. The Trustees were in total agreement that while residents of de-certified library communities should not be granted Mashpee Library cards, students enrolled in Mashpee schools under School Choice program should be issued a Library card.

**Motion:** John Kowalski motioned to issue Mashpee Library cards to High School students (and younger) living in de-certified communities who are currently enrolled in the Mashpee school system through the School Choice program. Mark Wright seconded this motion.

VOTE: Yes-6.

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

**Goals and Action Plan**

Kathy advised the Goals and Action Plan for the upcoming year has to be submitted to the State by December 1<sup>st</sup>. She said the Town Manager has requested all Department Heads submit Goals for upcoming year to him by October 16<sup>th</sup>. Kathy suggested several goals for the Library taken from the Strategic Plan that she would submit to the Town Manager with statement these are to be approved by the Trustees at year end. Carlo D’Este stated that we should mention these goals are contingent on increasing staffing. Kathy said she would also submit that Library Website is a goal, as well as some technology goals and some building goals that could be included.

Kate Milde exited the meeting at 4:45 p.m.

**Communications**

Advocacy...Mark Wright said there is no report.

**Next Meeting** ...4 p.m. on Tuesday, November 10, 2015 in Library Conference Room.

**Adjournment**

Mark Wright motioned the meeting be adjourned; John Kowalski seconded the motion; and it was unanimously passed. The meeting adjourned at 5 p.m.

Respectfully submitted,

Jean Giliberti  
Recording Secretary