

**BOARD OF LIBRARY TRUSTEES MEETING  
WEDNESDAY, APRIL 12, 2017  
MASHPEE LIBRARY CONFERENCE ROOM**

**Present:** Joan Lyons, Mark Wright, Mary LeClair, Kate Milde, and Allen Waters (arrived 4:40 p.m.).

**Absent:** Carlo D’Este.

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

**Audience:** Sandra Horsman – Mashpee Resident

Joan Lyons, Chair, called the meeting to order at 4:01 p.m.

**Public Discussion...**None.

**Friends of the Mashpee Library**

Kate Milde reported that the Friends did not have a quorum for their last meeting. She said the Friends are working hard on the Selander Open event to be held on April 20. Kathy commented that the Friends are also working on the Summer Raffle.

Joan Lyons reported that she and Kathy met with members of the Friends Board to discuss concerns of language used regarding the celebration garden at the Library. Joan said it was a good meeting, and the Friends are now fully aware that there is a Landscape Plan in place.

Kathy Mahoney mentioned that it was reported that Mashpee Commons is considering adding a mini-golf course at the site between Emerald Medical Building and the Library. Kathy suggested that if Mashpee Commons does develop that site and if they have plantings at the border, then perhaps the Library plantings ought to match. All Trustees agreed and Kathy will check with Mary Derr, Mashpee Commons Marketing Director, on this matter.

**Library Director’s Report**

The Library Director’s report for the month of March was reviewed and discussed at length, particularly regarding the following topics:

**Building and Grounds**

Kathy advised that the Eversource usage problem was finally resolved. There was something wrong with the HVAC system set-up that has now been corrected.

AED Devices...2 devices were installed in the Library a couple of years ago but are no longer operational. This was of grave concern to the Trustees and they instructed Kathy Mahoney to act quickly to get them operational.

**MOTION:** Mark Wright motioned that due to public safety concerns, Kathy Mahoney should go forward with the purchase of replacement parts for the Library AED Devices to restore functionality thereto and she is also to purchase pediatric pads for the Library AED Devices.

Motion was seconded by Mary LeClair.

VOTE: Yes-4.

Roll Call Vote:	Kate Milde, yes	Mary LeClair, yes
	Mark Wright, yes	Joan Lyons, yes

**Library Director's Report (continued)**

**Personnel**

Kathy reported that interviews were conducted on March 17 for the Public Services Librarian position. The candidate met with the Town Manager and a conditional offer was made. Kathy said the Town hired a new firm to do background checks on new hires and hopefully this will be completed soon.

Kathy advised that we can re-appoint last year's summer seasonal staff; and she is happy to be returning.

Staff Printer...Kathy said the staff printer broke again and she suggested that perhaps after the summer a review should be done as to whether Library printers should be leased vs. purchased and the costs/benefits involved with these options.

**Approval of Minutes**

With the arrival of Allen Waters to the meeting, the February 14, 2017 meeting minutes were reviewed for approval.

**MOTION:** Allen Waters motioned to accept the Regular Meeting minutes of February 14, 2017 as presented. Motion was seconded by Kate Milde.

VOTE: Yes-3; 2-Abstain.

Roll Call Vote: Allen Waters, yes	Mark Wright, abstain
Kate Milde, yes	Mary LeClair, abstain
	Joan Lyons, yes

**Library Director's Report (continued)**

**Technology**

Kathy reported that she is moving ahead on getting the Library website developed. This week she sent proposals to 3 companies who have done library websites. Kathy said there is one firm in particular that looks promising. Estimated cost: about \$10,000.

**Staff Office Space**

Library staff office space and computers should be a priority now. The Trustees agreed and suggested WB Mason come back to review. Kathy said that DPW built cabinets in the Children's Room and if DPW could do same type of cabinets in staff office space area that would look great. All agreed.

**Continuing Education**

**MOTION:** Mark Wright motioned to send Kathy Mahoney to the American Libraries Conference in Chicago on June 23-26.

Motion was seconded by Allen Waters.

VOTE: Yes-5.

Roll Call Vote: Allen Waters, yes	Mark Wright, yes
Kate Milde, yes	Mary LeClair, yes
	Joan Lyons, yes

## **Library Trustee By-Laws**

Joan Lyons reported that she and Carlo D'Este got together to review the Library Trustee By-Laws. They concluded that there was not much to it—the current version generally covers everything. The By-Laws review will continue and will be voted on during the Trustees' May meeting.

Allen Waters exited the meeting at 5:01 p.m.

**Communications...**None.

## **Additional Topics**

Kathy advised that she and Carlo D'Este received a letter dated April 4, 2017 from David Bloomfield, co-chair, Paula Key, co-chair, and Yvonne Courtney, outgoing chair, of the Mashpee Town Democratic Committee. The letter states they are writing for two reasons...they have decided to hold their monthly meetings in another location, and they suggested a rethinking of the library and town policy regarding political meetings.

Kathy was looking to the Trustees for some input as to how to respond to the April 4 letter. The Trustees discussed the April 4 letter and issues at great length, noting that while this group has been meeting at the Library for the past 4-5 years, there have been issues in the past, which resulted in the Trustees, Town Manager and Town Counsel diligently reviewing Library meeting room policy. In the past, letters were sent to the Mashpee Town Democratic Committee explaining Town Counsel opinion and even applicable Massachusetts State Laws.

Mary LeClair suggested Kathy Mahoney respond to the letter with a calm, cool, collected letter that this is our policy—actually, Mary said the same letter that Kathy sent before would be appropriate.

**Next Meeting** ... 4 p.m. on Tuesday, May 9, 2017 in the Library Conference Room.

## **Adjournment...**

Mary LeClair motioned to adjourn the meeting.

Motion was seconded by Mark Wright.

VOTE: Yes-4.

Roll Call Vote: Kate Milde, yes	Mary LeClair, yes
Mark Wright, yes	Joan Lyons, yes

The meeting adjourned at 5:40 p.m.

Respectfully submitted,

Jean Giliberti  
Recording Secretary

## **LISTED DOCUMENTS**

Library Director's Monthly Report for March-2017