

**BOARD OF LIBRARY TRUSTEES MEETING  
TUESDAY, OCTOBER 10, 2017  
MASHPEE LIBRARY CONFERENCE ROOM**

**Present:** Mary LeClair, Joan Lyons, Matt Auger, Amanda Hall, Sandra Horsman, Virginia Scharfenberg, and Allen Waters.

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

Mary LeClair, Chair, called the meeting to order at 4 p.m.

**Public Discussion...**None.

**Trustee Introduction**

Mary LeClair apologized that the Trustee introduction was not done sooner and since the September 12<sup>th</sup> meeting was cancelled that delayed it again until this meeting.

Each of the Trustees gave a brief rundown of their background and experiences and offered the reasons why they wanted to serve on the Board of Library Trustees.

**Approval of Minutes**

**MOTION:** Sandra Horsman motioned to accept the Regular Meeting minutes of August 8, 2017 as written. Motion was seconded by Joan Lyons.

**VOTE:** Yes-6; 1-Abstain.

Roll Call Vote:	Sandra Horsman, yes	Matt Auger, yes
	Joan Lyons, yes	Amanda Hall, yes
	Virginia Scharfenberg, yes	Mary LeClair, yes
		Allen Waters, abstain

**Friends of the Mashpee Library**

Sandy Horsman reported:

- The Friends have had two meetings and their Nominating Committee is going to meet this week.
- The raffle made approximately \$7,500. They plan to do a raffle again next year and feel they will do better.
- Friends had an author luncheon last week and made about \$1,000, with a little over 100 attendees. Sandy said if anyone has suggestions for authors for future events, please let the Friends know.
- Friends going to send out the annual appeal letter shortly.
- New brochure has been done. Kathy Mahoney passed around a copy of the brochure for the Trustees to view.

## Reports

Kathy Mahoney advised the Trustees that new locks on all the doors at the Library were installed.

Kathy Mahoney's monthly report with circulation statistics for September-2017 was reviewed and discussed.

## Personnel

The Trustees were extremely concerned that the full-time Librarian and the part-time staff positions have still not been posted. Kathy explained repeatedly that the Town Manager is fully supportive in moving these postings forward but is awaiting Union approval of the job descriptions. Once the Union approves, then the positions can be posted.

The Trustees individually expressed their disappointment. Joan Lyons voiced her frustration and said she feels it is totally unfair to prolong this process any further and just leave open-ended. Matt Auger agreed with Joan that there should be a time limit set as to when action is to be accomplished. Matt said with the seasonal part-timer completing her assignment at the end of this week the Library will have almost one-third of the staff positions open until this approval of job descriptions process is done.

The Trustees felt strongly that some action had to be taken. Kathy indicated she would request an update on the process from the Town Manager and/or Human Resources after Town Meeting.

## Budget

Amanda Hall questioned the amount budgeted for energy. Kathy responded that there is a formula they were given whereby she took the last 3 years' average plus projected an Eversource rate hike. Kathy said Eversource rate hike is unknown.

## Website

Sandy Horsman asked if Kathy would be willing to demonstrate the website for the Friends. Kathy said it is a work-in progress. She said she is hoping to put features in that would save some manual work steps. Kathy said she should have a decent model soon.

## Library Trustees

### Corresponding Secretary

**MOTION:** Joan Lyons motioned to nominate Virginia Scharfenberg to serve as Corresponding Secretary. Motion was seconded by Sandra Horsman.

VOTE: Yes-6; 1-Abstain.

Roll Call Vote:	Sandra Horsman, yes	Matt Auger, yes
	Joan Lyons, yes	Amanda Hall, yes
	Virginia Scharfenberg, abstain	Mary LeClair, yes
		Allen Waters, yes

### Trustee orientation and education discussion

Kathy reported briefly on the new State Open Meeting Law that went into effect on Friday, October 6, 2017. In particular, Kathy noted specifically those changes in the law that would have an impact on the Board of Library Trustees.

**Next Meeting...** 4 p.m., Tuesday, November 14, 2017 in the Library Conference Room.

**Adjournment**

Virginia Scharfenberg motioned to adjourn the meeting; Sandra Horsman seconded by motion; and the motion was unanimously passed. The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Jean Giliberti  
Recording Secretary

**LISTED DOCUMENTS**

Library Director's monthly report.