

**Board of Library Trustees Meeting
Tuesday, September 10, 2019
Mashpee Public Library Conference Room**

Present: Ann Macdonald, Sandra Horsman, Matthew Auger, Amanda Hall, Joan Lyons

Absent: Mary LeClair, Virginia Scharfenberg

Also Present: Kathy Mahoney - Library Director

Carolyn Savage - Assistant Library Director

Ann Macdonald, Co-Chair, called the meeting to order at 4:01 p.m.

Public Comment

None

Approval of Minutes

Ann Macdonald moved to approve the Regular Meeting minutes of August 13, 2019 as presented. Motion was seconded by Sandra Horsman.

VOTE: Yes-4

Roll Call Vote: Sandra Horsman, yes	Matthew Auger, yes
Ann Macdonald, yes	Amanda Hall, yes

Joan Lyons arrived at 4:03 p.m.

Strategic Planning

● **Preliminary Draft/ Outline of Plan Priorities**

The Strategic Plan draft is coming together. Plenty of data was gathered to write the plan and Kathy Mahoney asked for input from the Trustees regarding particular areas of focus to include. The Trustees discussed the following topics of priority:

- Evaluate space planning and future expansion of the footprint of the building. The suggestion of contacting Mashpee Commons regarding any future development plans for the land next door to the Library was discussed.

- Utilize Mashpee TV on a regular basis to promote Library programs/ services. Mashpee TV created videos to promote the Summer Reading Programs this year and last year that came out very well. The Library could promote story hours, create videos of craft programs, and promote other programs.

- Results from the Strategic Planning Survey indicated community interest in more adult programs at the library. The possibility of doing a second survey in a few months for gathering data specifically about programming was suggested.
- Another Strategic Planning area of focus could be the continued expansion of the Library publicity and marketing plan. The Trustees reviewed a draft of a new quarterly print newsletter that is currently being created. The Library has recently received a PR award from the Massachusetts Library Association for its in-library digital signage.

Matthew Auger exited the meeting at 5:33 p.m.

Library Director's Report

- The new building opened in April 2010 and Kathy Mahoney is working on a 10-year operational analysis of the Library.
- Other current projects are State Aid reporting and the Town of Mashpee Budget which is due soon.
- The Library will be host of a selectmen's candidate forum for the four candidates running to fill the seat left vacant by the death of John Cahalane. There will be a special election on October 1.

Budget FY21

Kathy Mahoney is completing the Town budget which is due October 4. The Library has one vacant position.

Friends of the Library Report

- Sandra Horsman shared that the Friends will host their last event of the year, an author event with Terri Arthur on Thursday, September 19 from 3:00-5:00 p.m. at Cotuit Center for the Arts. Tickets are \$25.00 each. Ms. Arthur is known to be an engaging speaker and the Friends are looking forward to a good program. They will do fewer programs next year.
- Fundraising has been going well. They have raised \$31,000 so far this year and are gearing up for their Annual Appeal, which could generate an additional \$20,000.

Policy Updates

None

Trustee Advocacy

Ann Macdonald discussed the possibility of doing a Library advocacy visit to an upcoming Kiwanis meeting.

Next Meeting

- Next regular Trustees Meeting: 4:00 p.m. on Tuesday, October 15, 2019 in the Library Conference Room.

Adjournment

Joan Lyons motioned the meeting to be adjourned. Ann Macdonald seconded the motion. The meeting was adjourned at 5:49 p.m.

Respectfully submitted,

Carolyn Savage
Assistant Library Director