Chilmark Free Public Library - Board of Trustees meeting minutes

Monday February 19, 2024 4 pm, at Chilmark Library meeting room

Present: Jane Kaplan (Chair), Ebba Hierta, Candy Shweder, Kaila Allen-Posin, Susan Murphy,

Marie Larsen

• Call to order, roll call

• Meeting called to order at 4:01 pm

• Susan Murphy attended the meeting from the Fin Com to discuss the Director’s request for an

increase in weekly paid hours. See attached document for her discussion points.

• Among the points made, discussion surrounded questions of library hours, programs

offered, advertising, available funds, and meeting the needs of the year-round

Chilmark population.

⁃ Ideas were raised regarding more opportunities to bring in the community,

particularly older Chilmark residents (60+)

• Discussion around summer library hours of operation that coincide with the CCC camp

⁃ Both pros and cons were raised, including traffic and visitors to the library.

• There was clarification regarding a maintenance/utilities line item in the library budget,

and all agreed to keep the line item in the library budget, referring to Chapter 78,

Section 11 of the Administration of Government.

• Ideas arose about how the community can share feedback and ideas for library

programming, particularly for the older Chilmark population, and with our newly

hired Adult Program Coordinator

• There was discussion around funding available through the Friends of Chilmark Library

that could support potential future programming

⁃ Upcoming infrastructural needs, including the HVAC, plumbing, roof, and fire

alarm system, are going to require significant funding

• HVAC update

⁃ Failed again, and there was no heat in the back room for a few weeks

⁃ After a $4,000 repair, it is working again

• Conference room use policy

⁃ Director is seeking more information on the “pods” aka “study rooms,” specifically how

to finance (around 30,000 currently), and space within which to install

⁃ Director went to see one in person and it looked very promising.

⁃ Based on observations of other libraries, pods can be used for a variety of purposes,

opening up possibilities for usage that may be limited in the meeting rooms (ie

tutoring, zoom meetings, etc.)

⁃ Patrons can only reserve one at a time, with time limitations, and reservation software is

available.

⁃ Conference room reservations have clear regulations and are strictly enforced to be

used by nonprofits and for community use

• Fin Com meeting is Wed. 21st at 4 pm

⁃ Before the meeting, Director will send a revised budget with adjusted line items for

materials and Director’s salary

⁃ Trustees voted unanimously to adjust the Director’s salary back to 38 hour/week to

defer the 2 hour increase to next fiscal year and communicate the revision to the

Fin Com and Select board members

⁃ This adjustment also reduces the materials budget by $1200, and changes the annual

2.5% COLA increase

• Next meeting date: Wednesday, March 20th at 4 pm

• Meeting adjourned at 6:08 pm

Documents:

2/19/24 Agenda

1/14/24 Minutes

Director’s Report, 2/24

Susan Murphy, Fin Comm, response to salary increase