

## Library Trustees 10/18/17

### MINUTES CHILMARK LIBRARY TRUSTEES MEETING October 18, 2017

**Present:** Trustees Jane Kaplan, Candy Shweder and Janet Weidner; Library Director Ebba Hierta.

Meeting called to order at 10:04 AM. Minutes for the September 2017 meeting were approved as submitted. It was suggested that future meeting minutes include a list of documents that were discussed during the meeting.

**Program Update:** A four week series will be kicking off shortly. It will address topics relative to the history of farming and fishing on the Vineyard.

**Financial Report:** The financials had been distributed before the meeting. Spending is on target.

**Chairman's Report:** Jim Malkin, Chilmark Selectman, had been in touch with Jane Kaplan to alert her that he'd heard concerns regarding the costs of the Chilmark Library. The Trustees discussed the need, as we head towards budget season, to prepare by developing an organization chart (to outline responsibilities of staff) and comparison data, showing the costs of the Chilmark Library relative to other libraries on the Vineyard.

**Director's Report:** Ebba reported that, as per agreement, the Chilmark School library program is now on Thursdays. This appears to be working well for both the Library and the School.

There will be an all island Library Trustees meeting this fall. No date has been announced yet.

**Old Business:** Ebba reported that the Chilmark Library would need to be closed a half day on October 25<sup>th</sup> to allow all staff to attend rapid response training.

Ebba had reported at last month's Trustees' meeting that, although the parking situation this summer has been much improved, there was an event towards the end of the summer at which the MV Film Festival posted a guard and signage at the Chilmark Library parking lot which indicated that the lot was available for Film Festival use only. A private group cannot prohibit others from using the parking lot. Ebba had drafted up a memo from the Trustees to the Chilmark Board of Selectmen, asking that future contracts for use of the Chilmark Community Center state that the Chilmark Library parking lot is public property, available to everyone, even after the Library is closed. A motion was made, seconded and approved unanimously to endorse the sending of the memo to the Chilmark Selectmen.

**New Business:** Ebba mentioned the need for the Library to have an acceptable use policy for firearms in the Chilmark Library. It was agreed that this would be a good time for a comprehensive review of the Library's policies. Ebba and Assistant Library Director Rizwan Malik will review the policies, draft up any suggested changes and additions, and bring to the Chilmark Library Trustees for review, discussion and eventual approval.

There will be a Special Town Meeting in late November. One of the articles on the warrant is expected to address the re-grading of town positions, including the Assistant Library Director's position.

Dates have been set for several holiday events. The holiday music event with the Dunkl's will be on December 6. The Friends of the Library party will be on December 13. The annual booksale will kick off then as well.

Meeting adjourned at 11:00 AM. Next meeting will be November 15th at 10:00 AM.

#### Documents:

Agenda for Trustees' Meeting, October 18, 2017

Chilmark Library Director's Report, dated October 18, 2017

September 2017 Financial Report

Draft Memo to Chilmark Board of Selectmen regarding Film Festival Use of the Library Parking Lot, dated October 18, 2017

