

Chilmark Free Public Library - Board of Trustees meeting minutes  
Wednesday, October 18, 2023 4 pm, at Chilmark Library meeting room

Present: Jane Kaplan (chair), Ebba Hierta, Candy Shweder, Kaila Allen-Posin, Andrew Dubno

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- Meeting called to order at 4:03 pm
- Communications
  - Email from Jon Haydn
  - Former patron who was banned from the library has reached out to appeal the no trespass order. He does not reside on the island, and the trustees have decided to not respond because he previously was told that if he wants to appeal the order he would have to appear in person before the board, and the board will not respond again to similar requests.
- Director's report
  - Overall circulation continues to move in the upward trend. 8% for the month of September.
  - Longevity series kicked off well.
  - Busy schedules because of the vacations taken by staff, since vacations are not taken during the summer.
  - December 13th at 4 pm for the Holiday Party
- Financial report
  - Financial report is still unavailable due to the shift in bookkeeping.
  - In general we are on track, and the incoming costs for HVAC and septic will be taken care of through the state grant funds
- New Business
  - Andrew Dubno reaches his 6 month anniversary on November 2nd. Trustees moved, seconded and unanimously approved the appointment of Andrew Dubno a permanent employee, being Assistant Director and Children's Librarian.
  - Chilmark Master Plan survey
    - Responses are requested by November 3. A Zoom meeting was scheduled to discuss the edits to our response to the Master Plan on Thursday November 2 at 12 pm.
    - The Library has an ongoing internal longterm planning process, which includes its own survey that will go out to our patrons in the future.
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- Old business
  - Memo to the Select Board regarding FY25 salary budget
    - Edits were made to the memo
  - Art Show Policy will be further edited at the next meeting.
- Unanticipated business
  - Head of Chilmark School will be retiring at the end of the school year
    - The Library looks forward to establishing a positive relationship with the incoming head of school
  - In addressing the question of how to accommodate for private study space in the library, Library Director offered a model of a "ThinkTank" or library study pod that is closed in, and has potential to meet that need. The director will look into models

and discuss at a future meeting.

- Minutes
- A motion was made, seconded and unanimously approved to accept the minutes, as edited, for 9/22/23
- Next meeting is Tuesday November 28th at 4 pm
- Adjournment
- Adjourned at 5:24 pm

**Documents:**

9/22/23 Minutes

Director's Report, 10/23

Chilmark Master Plan Survey Questions

Draft Memo to Select Board, 10/18/23