

Oak Bluffs Library Board of Trustees

Meeting Minutes, February 16, 2017

Attendees: Chairman: Kevin McGrath
Trustees: Scottie Vail, Lloyd Henke, Pam Melrose
Staff: Allyson Malik

General Public: Karen Achille

Materials: Documents present or on line: Agenda, Meeting Minutes, Departmental Reports, Performance Evaluation Review for Library Director, information on Policy vs. Procedure.

The meeting was called to order at 3:05pm by the Chairman.

Motion: MSP to approve the minutes of the January 19th meeting with one correction, the year is 2017.

The Chairman recognized Karen Achille when she arrived for the Library Foundation update.

The Chairman presented a new cancelled meeting protocol. Regular meetings are scheduled for the second Thursday of every month at 3pm. If the regular date is cancelled for any reason, the date and time automatically switches to the following Thursday at 3pm (our “rain date”). If a quorum for the “rain date” is not achieved, we will not meet until the next month’s regular meeting date.

Exceptions:

1. If there is pressing business involving an action or vote which cannot be deferred to the following month, the Chairman will attempt to schedule and post a special meeting in the calendar month of the cancellations.

Motion: To approve the cancelled meeting protocol as discussed.

Departmental Reports: Allyson reported that she and Nina have been discussing the possibility of a program addressing the “fake news” phenomenon. Nina has attended a webinar on the topic and is ready to run a program here at the library which will include the accepted test for news, i.e., news should be current, reliable, authentic, backed by authority and its purpose to inform.

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The results of the Mini-Golf event were reviewed. Figures provided by Nate indicate that participation dropped substantially this year. 340 people attended in 2015, 352 in 2016 and 255 in 2017. The event was held in April last year but is typically held in January. Allyson explained that this is a popular legacy program and the staff was able to find a cheaper, better golf course this year so expenses were not as high. Also the materials are much more portable than in previous years. The families who come love the event and it seems wise to keep it going with some changes. Allyson plans to ask the other library directors on the island if they might be interested in hosting mini-golf at their libraries and sharing the rental cost. She will follow up by continuing to offer this event with a different approach. The Friends put out a donations box this year and collected \$96 toward expenses.

Policy Revisions: The Chairman tabled the Programming Policy and Art Exhibition Policies until March.

Discussion: Methods for collecting feedback following programs: Email is too delayed and not for everyone. A means for soliciting easy and immediate (before leaving the library) feedback is preferable. Recently members of the public commented on the absence of a way to give immediate feedback following the program on recreational marijuana.

Policy vs. Procedure: The Trustees reviewed a University of California handout and a video that was sent via email. Allyson has compiled a revised Guidelines for Developing Library Policy which is now in the OBPL Policy Handbook.

Director's Goals for 2017 Review: Allyson presented her three goals so the Trustees can decide how to support these goals.

1. Create a MakerSpace within the existing library building. She will need: to identify and arrange the spaces, funding for materials and equipment, either an increase in staff or an increase in salary for existing staff.
2. Institute home delivery as part of community outreach. We now own a "booktalker" to be used by the blind. She will need volunteers.
3. The Director will learn conversational Portuguese. She will need advice on what books to acquire once the public shows more interest in borrowing books and magazines in Portuguese.

Building Committee Plaque: The sub-committee (Karen and Pam) is working on creating appropriate wording for a plaque. Karen reported that there is a beautiful book done by an on-island calligrapher and presented at the time the building was dedicated. It was on exhibit during

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our 10th anniversary but is currently in storage. It was suggested that this book be put on display at least until we implement an alternative means of recognition. The book contains the names of all who were instrumental in the building of the present library.

Future of Libraries Symposium: Kevin reported that the survey is ready to go out to Friends groups, Staff (including school libraries) and Trustees. Hilary Wall, librarian for the Gazette will also receive the survey. The West Tisbury Library Trustees have proposed that there be an annual island-wide Library Trustees meeting.

New Business: Allyson is proposing to move the downstairs visitor computers to the second floor. This would put all the public computers together on the same floor.

It was proposed that guidelines for application to the position of Library Trustee be put in writing. Allyson will create a draft of suggested guidelines.

It is unclear if it is a conflict of interest for a member of the Library Friends to also serve on the Board of a library Foundation.

Allyson's presentation of her MakerSpace proposal is deferred until March 9th.

Motion: MSP to adjourn the meeting at 4:45 pm.

Respectfully submitted,

Mary"Scottie" Vail, Trustee

