

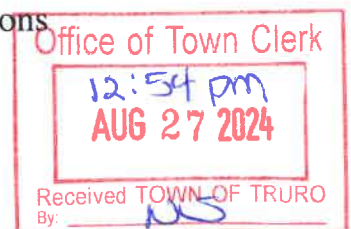


**Board of Library Trustees  
Minutes  
Friday  
Friday, July 19, 2024  
3:30pm  
TRURO PUBLIC LIBRARY**

**Attending: Kait Blehm, Martha Magane, Keith Althaus, Nola Glatzel, Director Tricia Ford, FOTL representative Ann Courtney, Selectboard Liason Robert Weinstein**

**Mary Abt joined the meeting at 3:50 pm.**

- **Call to Order at 3:36pm**
- **Approval of minutes – Nola Glatzel**
  - Martha made the motion to approve, Keith seconded, accepted unanimously
- **Friends of Truro Library report**
  - No new updates
  - New Vice President, still looking for Treasurer
  - Potential to have a stipend for Treasurer
- **Library Director's report – Tricia Ford**
  - Hard copy attached
  - Carl Fink, concert committee, volunteered to refinish patio picnic set and will put together three picnic tables
  - Conversation with Kelly Sullivan Clark about Library Website and potential for library website to be within town website vs. separate website
    - Question of firm for website development – potential for Civic Plus or several other options Tricia has communicated with
    - Importance of librarians being able to alter website as needed
    - Upcoming programming
  - Hot Spot Policy
    - Truro Library has hotspots to lend
    - Discussion of Wireless Hotspot Policy based on Snow Library policy
    - Kait made a motion to approve the policy, Martha Magane moved, Mary Abt seconded, accepted unanimously
  - Job descriptions – it would be a good time to look at all staff descriptions
- **Long Range Plan Final Editing Session - Kait Blehm**



- Line edits, removing history from Library Profile
- Staff will work on several option for covers
- Discussion of yearly meeting with director, trustees, and staff to review Long Range Plan, the year's programming, and objectives for coming year
- Improvements to wording on Introduction, History
- We will input survey results
- **Library Leadership Transition Discussion**
  - Process of hiring new Library Director
  - Darrin Tangeman would like position listed by 8/1
  - Discussion on hiring process and best practice across libraries
    - Trustees should interview staff and Friends to have an idea of desired Director Candidate
    - Trustees develop interview questions
    - Bob Weinstein: Charter change vote was nearly unanimous – trustees should be able to review candidates, if there are two administrators there should be two trustees at least
    - Potential for a 5 person hiring committee, including Martha who is a librarian and former library director
    - Importance of independence of the library
    - Kait will meet with town administrators in the next weeks
- **Library Programming Policy**
  - Pushed to next meeting
- **Library Director Job Description**
- Trustees will send any edits by Wednesday, July 24.
- **Meeting Adjourned at 5:54**

Next meeting, August 23, 3:30pm  
 FOTL Meeting September 13, 2024 @ 10am

Respectfully Submitted,



Nola Glatzel, Secretary

