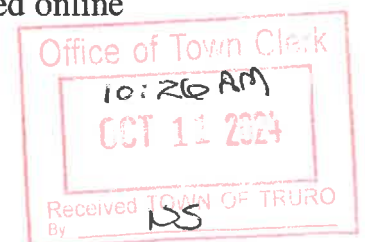




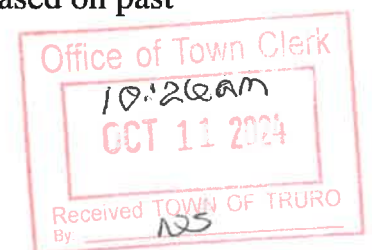
**Board of Library Trustees
Minutes
Friday, August 23, 2024
3:30pm
TRURO PUBLIC LIBRARY**

Attending: Kait Blehm, Martha Magane, Keith Althaus, Nola Glatzel, Director Tricia Ford, FOTL representative Ann Courtney, Kelly Sullivan Clark

- **Call to Order at 3:38pm**
- **Approval of minutes – Nola Glatzel**
 - Martha made the motion to approve, Kait seconded, accepted unanimously
- **Friends of Truro Library report**
 - New Treasurer – Jonathan Ambrose working on retainer, doing paper-work with attorney general and accounting
 - FOTL Meeting, Friday, September 13 at 10am, Keith will attend
 - December meeting not set yet
 - Friday, January 17 at 10, Martha will attend
 - Friday, March 21 at 10am, Nola with Attend
 - Friday, May 16 at 10, hopefully Mary can attend
 - Annual meeting with luncheon in June
- **Library Director's report – Tricia Ford**
 - Hard copy attached
 - Rachel Baker-Holt has returned to Vassar. She made a big difference in working at the desk so other employees could stay focused on their work
 - 84 young people participated in the Summer Reading Program
 - COA fundraiser will be put off until at least October, Friends of COA will take over planning and execution
 - State of the World event had about 200 people. Issue with speakers on left side of the room. Would have been better with a stage but there was an accessibility issue with one of the speakers. Speakers each gave speeches and there was less conversation than anticipated, but the content was powerful and appreciated.
 - Upcoming events: "Elections 2024" with David Corn, Sunday, August 25 at 7:00pm
 - Katie Riconda contacted Tricia about New England FSA event, Jerry Leman discussing wind farms – will go forward
 - ARIS Report to MASS board of library commissioners – number of books that go to other libraries seemed to be off, renewals are sometimes renewed online and not assigned to particular library
 - ARIS report has effect on state aid
 - Report on Library spending will be next



- **Long Range Plan Final Editing Session - Kait Blehm**
 - Line edits
 - Staff will work on several option for covers
 - We will input survey results
- **Website Update**
 - Civic Plus meeting upcoming, opportunity for Tricia to ask questions
 - Civic Plus uses a template, not a lot of room for creativity
 - Concern – what if patron uses library for illegal act, is the library then liable and does the town have exposure.
- **Long Range Plan Final Review**
 - Cover to come, possibility of adding pictures within the document
 - We need to un-PDF survey results to input them into the document
 - We will not include survey but will write in the document that survey results are available at the library
- **Library Leadership Transition Discussion**
 - Martha will be our point person for initial and final interviews
 - Potential to have another person on the hiring committee, Darrin is looking for library directors. Question of conflict of interest.
 - Kelly Sullivan Clark: Reached out to past trustee who doesn't have capacity to help at this time. Open meeting law issue in selecting final committee member. Considered a subcommittee if there are multiple members from the same committee. If the meeting is open, you could deter applicants and you are not protecting the sanctity of the questions.
 - Question of having two trustees for the screening meeting and then having an open meeting for the final interview.
 - Kelly: Appointed positions from town manager, town manager is not a public body, so he does not have to hire in an open meeting
 - Police chief and fire chief, final interviews were held in public session
 - Martha: Why can we not follow that model?
 - COA hiring of Michelle Peterson – finalist committee was Darrin, Damion and Kelly. Question of whether there was another person on the committee
 - Lack of clarity and possible disconnect between board and town hall regarding who will be the additional person on the hiring committee
 - Discussion of practices in other towns, as reported by Provincetown Independent
 - Martha fills the role of a library director. It would be great to have a community member or a Friend on the committee
 - Ann Courtney: the Friends would like to have a representative on the committee. There's a lot of repair work that needs to happen in this community and giving community members a say will help with that repair.
 - Kelly: Possible perception that Friend on the committee would be based on past donation to the library



- Ann Courtney: Contacted several towns regarding library hiring and they include a Friend on the hiring committee
- Helpful to have an odd number of people on a committee because it's easier to reach a majority in decisions
- Deadline is tight to find someone before Tricia leaves. Possibility of interim director
- **Priorities for Library Director**
 - Service, Public Relations – social skills, community minded
 - Understanding community's intellectual needs
 - Staff management and leadership, highlighting talents of staff members
 - Strong management skills without micromanaging
 - Understanding and valuing staff
 - Awareness of current trends in library science
 - Understanding of purpose of library
 - Ability to work with town management, follow the Selectboard goals for the town, ability to collaborate and communicate with other departments
 - Finances and Library Data abilities
 - Expertise in diversity and inclusion of different groups including BIPOC, LGBTQ+, neurodiverse populations
 - Flexibility and willingness to say, "Yes"
 - Listener, someone who is in communication with community, openness to including community members – How would you get to know the community and the resources in the community?
 - Consideration of housing situation on Outer Cape
 - Children and relationship to the school
- Hot Spot Policy and Form
 - Several edits
- Sustainable MOU discussion
 - Hoping to see examples of MOUs with other towns
 - Tricia will meet with Francine before the end of her tenure, but decision will fall to next director
- **Other Business**
 - Tricia: teambuilding for staff when new director arrives
- **Meeting Adjourned at 5:16pm**

Next meeting, Friday, September 20, 3:30pm
 FOTL Meeting September 13, 2024 @ 10am

Respectfully Submitted,

