

WFL BOARD OF LIBRARY TRUSTEES MEETING MINUTES
DAY/DATE: WEDNESDAY, FEBRUARY 14, 2024; TIME: 5:30 P.M.
LOCATION: WAREHAM FREE LIBRARY

1. Call Meeting to Order: 5:36 PM. Present were Chair Holli Van Nest, Vice Chair and Secretary Pro Tem Sarah Corbitt, Trustees Margit Price, Nancy Rice, and Wendy Young, Trustee Applicant Rich Wolverton, Director Patrick Marshall, Reference and Outreach Librarian Melissa Dyer, Select Board Chair Judith Whiteside and Ashely Mayer, WCTV staffer..
2. Review and Approval of Minutes
 - a. January 10, 2024 Board Meeting Minutes: No minutes were available to approve.
3. N. Rice moved to approve S. Corbitt as Secretary Pro Tem, M. Price seconded, approved 5-0-0.
4. Announcements
 - a. MBLC Legislative Breakfast will be held in Westport, MA on March 1. H. Van Nest and M. Price are planning on attending.
 - b. H. Van Nest reminded the Board about the Code of Conduct policy and Discriminatory Harassment Policy, both of which have acknowledgements of receipt due to the Select Board office, and the yearly Ethics/Conflict of Interest training link for all to complete.
 - c. S. Corbitt announced she was running for a seat on the Select Board.
5. Reports: Friends and Foundation
 - a. N. Rice updated the Board about the upcoming dates for the book sales, which will begin in March. She reported the Friends had purchased new ducks for the Annual Duck Race, new cookie containers for the bake sale portion of the annual holiday event, and a new banner has been purchased for use at community events.
6. Director's Report:
 - a. P. Marshall said that everything is in his Director's Report, which he distributed prior to the Board meeting.
7. Trustee Matters
 - a. New Business
 - i. Summer hours: There was a general discussion about the Library summer hours and concerns raised by Library patrons about the Library being closed on Saturdays in the summer. M. Price shared research she had done into hours of neighboring libraries. Many solutions were offered up for the Trustees to share with anyone who asks about the Saturday closures, including reminders that as part of the SAILS network, Wareham patrons are welcome at other SAILS network locations.
 - b. Old Business
 - i. Progress on Goals
 1. Improve relationship with Town Government
 2. Strengthen communication and partnership among BoLT, the Friends of the Wareham Free Library and the Wareham Free Library Foundation

- a. Staff appreciation event – follow-up: Everyone agreed the Staff appreciation event was a success. H. Van Nest said she sent a note of thanks to the manager of Towne Tavern and Tap, who donated food for the event.
 - b. June 28 Gala update: S. Corbitt said the Gala committee was making good progress with committees organized for all areas of the planning. The next meeting is Tuesday, Feb. 27, 2 - 4 pm at the Library.
3. Increase community outreach and awareness of Library
- a. Tabling activities through June: The Oyster Festival will be on May 28. M. Price will contact the organizers to request they waive the registration fee for the Trustees. N. Rice, H. Van Nest and S. Corbitt indicated they would be available to help with this event.
 - b. Trustee participation in Library Peep Diorama Contest: This runs throughout March, leading up to Easter. W. Young volunteered to develop some ideas for the Trustee’s entry.
4. Increase the membership and diversity of BoLT
- a. New member recruitment - application from Rich Wolverton – discussion and vote: S. Corbitt moved to recommend to the Select Board that they approve R. Wolverton’s application to be a Trustee, N. Rice seconded, approved 5-0-0.
5. Continued focus on BoLT responsibilities and processes
- a. Long Range Plan – S. Corbitt moved to approve it, seconded by N. Rice. Motion approved, 3-0-2.
 - b. Library Rules/Patron Behavior Policy: There was a discussion of the placement and appearance of the sandwich board at the entrance to the library which strongly warns against behavior that will result in patrons being removed from the Library. Questions were raised regarding whether this aligned with the Patron Behavior Policy. P. Marshall said the placement of the sandwich board was at the advice of the Chief of Police, in an attempt to curtail some excessively rowdy behavior by some of the teens that frequent the library after school
 - c. Library policies: P. Marshall was requested to bring the Meeting Room Policy, the Patron Behavior Policy and the Materials Collection Policy before the Board for review and possible update before the end of the current fiscal year in June. M. Dyer said she has been working on the Materials Collection policy and that it was a very lengthy process and would present it to the Board as soon as possible. P. Marshall indicated he was not sure when he would be able to work on the other two policies but would see what could be done prior to the end of June.
- c. Any other Trustees business not reasonably anticipated 72 hours prior to the posting of this meeting.
8. Public Comment
9. Meetings for next year
10. Adjournment: S. Corbitt moved to adjourn, W. Young seconded, the motion passed 5-0-0. The meeting was adjourned at 7:11 pm.

Upcoming Meetings

March 13, 2024	April 10, 2024	May 8, 2024
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June 12, 2024		
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Documents:

March 13, 2024 BoLT meeting agenda

Library Director's Report

Library Monthly Budget report

Library Monthly Stats

Date

Sarah Corbitt, Secretary Pro Tem