

Aquinnah Public Library Trustees' Meeting  
DRAFT Minutes  
Tuesday, September 24, 2019

**Meeting Convened:** 9:30 a.m.

**Present:** Heidi Vanderhoop, Margie Spitz, Trustees and Rosa Parker, Acting Library Director  
Faith Vanderhoop arrived 10:20 a.m.

**Previous Minutes:** Minutes of August 27, 2019 were amended and approved as amended.

**Old Business:**

1. Lisa had received various options and prices from Cottle's for a new exterior main entrance door. Heidi suggested getting quotes for installation from Jay Bodner and, possibly, Jed. Beth Green happened by during the meeting today and we explained that we do intend to expedite the purchase and installation of a door, which may cost more than the \$5,000. CPC appropriation. She asked for a note outlining progress and an estimated timeline as soon as we have a handle on who will be doing the work and how we will fund it.
2. Rosa was presented with the option of going into Executive Session for the following discussion and she declined the opportunity. She presented a progress report on her educational credits to date and projected schedule for calendar 2020. Rosa has submitted an application to transfer her existing 74 credits to UWW and intends to begin classes through UWW in January, 2020. By the end of Spring, 2020, UWW should have a firm answer as to how many life experience credits they will award her. We asked that a report be made to the Board before our September 2020 meeting so that we have enough time to determine our course of action.
3. Rosa continues to have difficulty receiving any financial reports or information that she requests from the Town Accountant's office. She has cc'd Jeffrey Madison with each request. She gave the annual state Financial Report to Emily on August 10<sup>th</sup> but over a month later, still has not received a response from her. The report must be postmarked by October 4<sup>th</sup>. She plans to go over to Emily's office today. No end of month reports have been delivered either.

*Faith arrived at 10:20 a.m.*

**New Business:**

1. M.V. Library Expo will be held Oct. 11, 9 a.m. - 3 p.m. at the M.V. Museum. Rosa plans to attend a copyright workshop there. The schedule is available at [libraryexpo.org](http://libraryexpo.org).

2. Library Procedures – The Board discussed how to best expedite projects on the building and grounds surrounding the library. Rosa asked for an update on the parking plans about 2 weeks ago and hadn't heard back as of this meeting. Margie will ask the Town Clerk about how the vote went on the article rescinding the library request for money to engineer library parking space. Margie pointed out that currently, the Trustees and librarian identify needs and then refer the issues to the Town Administrator and/or Jay Smalley. Progress is slow and, in some cases, such as the parking, non-existent.  
Discussion will continue at the next meeting.  
Library Policies - are posted on the web-site. The domain charges are paid through the library budget once every three years.
3. There will be an All-island Trustees Meeting on November 20<sup>th</sup> and and All-island Friends of the Library Meeting on November 21<sup>st</sup>.
4. MacMillan publishers will now only allow the purchase of one e-copy per license for the first 8 weeks following publication of any e-material. Rosa explained that CLAMS will have only one copy of any new e-material available in its entire system until the third month of publication. A petition from the American Library Association is protesting that decision. Rosa will email a link to the petition.
5. Next agenda - Funding for computers, Parking issue, Progress on the door, Financials, Procedures and policies.

**Next Meeting:** October 29, 2019 at 9:30 a.m. Since Rosa will not be here the previous week.

**Meeting Adjourned:** 10:54 a.m.

Respectfully submitted,

Margie Spitz, Secretary