

Aquinnah Public Library

Library Board of Trustees

Minutes – Thursday, September 22, 2022

Meeting convened at 1:34pm

Present: Kathie Olsen, Chair; Sophia Welch, Trustee; Rosa Parker, Library Director

Not present: Marjorie Spitz, Trustee

Review of minutes: One edit to the July 14, 2022 minutes – correction of name “Brian Ahearn” to “Brian Athearn”. Revised minutes of July 14, 2022 were approved unanimously.

Old Business:

Library Parking/Walkway Project: Rosa will reconnect with Keith Fenner to get a quote/bid. Trustees expressed concern for completing the project soon as the current parking area continues to be a safety issue.

Aquinnah Trustees Bylaws – October 20th: Trustees confirmed their special meeting on October 20th dedicated to bylaw review and governance matters.

Strategic Plan Goals: Trustees reviewed the goals prepared by Kathie. Strategic plan consultant had recommended shortening of the mission statement as there is a current trend in shortening mission and vision statements. After further discussion, Trustees concurred that the current mission statement is sufficient as is but could be reviewed again in the near future. Strategic plan goals as presented were unanimously approved.

Library Sign: Rosa connected with Melissa Patterson, sign maker, and learned that Melissa had created the original sign. Sign does not need to be replaced but needs restoration and repainting which Melissa is available to do. Projected cost for restoration and repainting work is \$1,000. Rosa recommended that funding for the project come out of the gift fund. While the sign is being restored, Melissa will construct a temporary sign to be used. Trustees unanimously approved the use of \$1,000 from the gift fund to pay Melissa Patterson to restore the sign.

Technology Update: Rosa was unsure if Brian Athearn has made any progress. Sophia suggested that she speak with Jeff and ask that Brian “bundle” the library technology update with other town office technology needs.

New Business:

ARIS: Trustees discussed the report and noted that the circulation numbers were down from the prior year. However, the numbers are hard to compare given that the prior year was curbside service and the library had been sending everything out rather than holding newer materials for a few days for Aquinnah patrons before fulfilling holds. Rosa will look into changing this “protocol” to increase the circulation numbers.

Financial Report: Report due October 7th. Rosa met with the Town Accountant and is awaiting finances from her to finish the report.

Other Business:

Rosa asked that the Trustees think of Aquinnah/local people who may be interested in potentially being a work substitute in cases where she needs last minute library staffing. Trustees discussed the Friends of the Library and agreed to invite Molly to the next meeting for an update on the Friends status.

Trustees discussed staff holiday pay. Currently the town bylaws do not address holiday pay for employees who do not work the typical work week (Monday through Friday). Rosa has been operating off of holiday pay agreement with the previous Treasurer. Current Treasure and Rosa have looked at the personnel policy and have agreed to continue with the same holiday pay policy. Given that the library staff are town employees and thus follow the towns personnel policy, the Trustees determined that the issue of holiday pay and lack of clarity for library staff holiday pay needs to be reviewed by the personnel committee. Trustees requested that the personnel committee review the holiday pay bylaw and include language that is fair and equitable for all town employees. Rosa will look into how Edgartown bylaw language addresses this matter.

Next Meetings:

October 20, 2022 - 1pm-3pm – Special governance meeting

October 27, 2022 – 1pm – Regular monthly meeting

Adjournment: 2:58pm

Respectfully submitted,
Sophia Welch, Trustee