

**Brooks Free Library  
Board of Trustees Meeting  
739 Main Street, Harwich, MA 02645  
Wednesday, March 6, 2024 7PM**

1. Call to order/Attendance W  
Meeting called to order at. 7:01 PM  
Members present: W.Crowell, J. Brown, J. Wheeler, L. Cebula, B. Waystack,  
K. Remillard.  
  
Absent: J. McCarthy  
Also present: V. Hewitt, Director, T. Murray, guest
2. Vote to approve the minutes of February 7, 2024 Board of Trustees meeting  
M.Crowell 2nd. Wheeler V. unanimous
3. Public Comment: none
4. Reports
  - A. **Chair:** Chair reported on a note sent and addressed to the Board of Trustees. It was unsigned and had no return address so direct response is not possible. It was pointing to the lack of adult programming as compared to children's. One is not is being sacrificed for the other. Staffing is an issue but also there is a great deal of programming in the community and our mission is to be a library.
  - B. **Library Director** as submitted. Additionally some clean up has been done on the website as the Town prepares to migrate to the new system; participating in a Wellness Fair at The 204; phone contact with Barnstable County about partnering in the future on projects.
  - C. **Staff Reports** as submitted
  - D. **Building & Grounds:** The roof plans passed with the Historic Commission and we will be moving forward with a new roof. Sean Libby has been asked to put together a plan for someone to be the overseer of the custodial staff.  
*Motion for the Trustees to write a letter in support of hiring a custodial supervisor.*  
*M. Wheeler. 2nd. Brown. Vote: unanimous*
5. **Correspondence** none other than anonymous note referenced above in Chair report
6. **Old Business**
  - A. Update on FY25 Budget and article- discussion and possible vote  
No further information or discussions regarding FY25 Budget
  - B. Update on Implementation of Reorganization - discussion and possible vote  
No present discussion pending Item C
  - C. Potential meeting with Select Board regarding staffing  
No information or input at this point as the meeting is not yet officially scheduled or posted

## **7. New Business**

- A. Vote to accept monetary donations.

*Motion to accept donations totaling \$75.00 to the Brooks Free Library Gift Account as Robert and Linda Ford Memory of Patrica Ford Barnicle  
M. Cebula. 2nd. Wheeler. Vote: unanimous*

- B. Response to Assistant Town Administrator re: departments, boards and committees interest in properties that may be declared surplus by the Town: 172 Queen Anne Road, 178 Queen Anne Road, and 246 Queen Anne Road -discussion and possible vote.

*The Trustees are on record as having no interest in the above properties.*

## **8. Trustees Reports and Requests for next meeting's agenda.**

### **9 Upcoming meetings and events**

- A. Library Board of Trustees Wednesday, April 3rd at 7 pm

- B. Annual Town Meeting, Monday, May 6th at 7pm

Motion to adjourn at 7:53 PM. M. Crowell. 2nd Wheeler. Vote: unanimous

Respectfully submitted,  
Bernadette Waystack

Minutes approved at the Brooks Free Library Board of Trustees meeting on Wednesday,  
April 3, 2024