

Minutes
Brooks Free Library Board of Trustees

Wednesday August 9, 2017
Thornton Room, Brooks Free Library
739 Main Street, Harwich, MA 02645

Call to Order: Chair Mary Warde called the meeting to order at 7:04 P.M. Present were Mary Warde, JoAnne Brown, Joan McCarty, Kathleen Remillard and William Crowell (7:07 P.M.). Library Director Virginia Hewitt and Assistant Director Emily Milan were also present. Ann Emerson was absent.

Approval of Minutes: Joanne Brown made a motion to approve the minutes of July 12, 2017. Joan McCarty seconded and the motion was approved by a unanimous vote.

Public Comment: none

Reports

- A. Chair: none
- B. Library Director: see report. Ms. Hewitt informed the Board that the town has hired a new Council on Aging director, who also happens to be a former employee of Snow Library in Orleans. The library is looking forward to collaborating with the new director on programs and services. Ms. Hewitt also indicated the the library plans to assist in providing programming for early release Wednesdays for the afterschool programs run by both the Monomoy Cooperative Learning Program and the Harwich Recreation Department for early release Wednesdays during the coming school year.
- C. Building and Grounds Committee:
 - a. Exterior Preservation Project: There is no progress to report as all bids received exceeded the appropriated amount. Additional funding will be required to complete the project.
Note: Treasurer Crowell left after this discussion.
 - b. Update on Fire Protection System Project: Simplex has replaced smoke detectors throughout the building. The final step will be to replace the fire alarm panel. The panel has been delivered but, to date, no appointment has been scheduled for the installation.
- D. Friends of Brooks Free Library: none

Correspondence: none

Old Business:

- A. Mary Warde will contact the Treasurer William Crowell to confirm inclusion of the update from Rockland Trust personnel for either the September or October meeting.

New Business:

- A. Donations: This month the library received several donations in memory of Marguerite Ferreira. Joan McCarty made a motion to accept a total of \$150 into the library gift account. Jeannie Wheeler seconded and the motion passed unanimously.
- B. Vote to Close on Sat., September 16, 2017 for Harwich Cranberry Arts and Music Festival- Joanne Brown made a motion to close the library on September 16th, 2017. The motion was seconded by Jeannie Wheeler and passed unanimously.

Trustees reports: none.

Upcoming Meeting Schedule:

- Brooks Free Library Board of Trustees -Wednesday, Sept. 13, 2017 - 7 pm

Adjournment: Kathleen Remillard made a motion to adjourn the meeting; Joan McCarty seconded. The regular meeting of the Brooks Free Library Trustees adjourned at 8:03 P.M.

Respectfully submitted,



Emily Milan
Assistant Library Director, Brooks Free Library