

Brooks Free Library Board of Trustees

Wednesday, Sept. 13, 2017, 7 pm
Thornton Room, Brooks Free Library
739 Main St., Harwich MA 02645
MINUTES

Call to Order/Attendance: Chair Mary Warde called the meeting to order at 7:05 p.m., Joanne Brown, Joan McCarty, William Crowell, Library Director Ginny Hewitt, and Assistant Director Emily Milan were in attendance. Absent: Kathleen Remillard, Jeannie Wheeler, and Ann Emerson.

Approval of Minutes: Joan McCarty made a motion to accept the minutes of August 9, 2017 with a correction regarding Ann Emerson's attendance. Joanne Brown seconded the motion and it passed.

Public Comment: none

Reports:

- A. Chairman - none
- B. Library Director- none
- C. Building & Grounds Committee- none
- D. Liaison from Board of Selectman- none
- E. Friends of Brooks Free Library- none

Correspondence:

FY19-25 Capital Plan: A memo from Town Administration indicated that applications to the Capital Plan are due end of September
Date for Annual Meetings with Board of Selectmen: The Board of Trustees are scheduled to appear before the BOS on November 27th.

Old Business:

Rogers Groups Project: Director Hewitt reported that she has cancelled the request for quotes as of September 5th. Instead, the library will instead contract with a consultant who will provide an assessment and assist us with formulating a plan to preserve the statues.

New Business:

Update on Howard W. Lang Trust Fund – Brian Callow, a representative of Rockland Trust, presented the board with an update on the status of the Lang Fund. Treasurer William Crowell made a motion to authorize the Investment Manager at Rockland Trust to allocate our portfolio as follows: 55% equities and 45% bonds which is standard practice for municipal investments. Joan McCarty seconded and the motion passed.

Vote to Accept Donations- Joan McCarty made motion to accept into the Library gift account a donation in memory of Marguerite Ferreira In the amount of \$100 from Lucy Buckley. Joanne Brown seconded, and the motion passed.

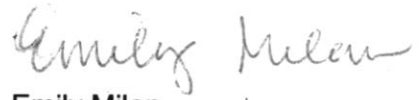
Trustee Reports- none

Upcoming Meetings/Events

- Historic District Historical Commission –new historic preservation project requests (includes Library request to digitize Harwich Oracle) for FY19 CPC funds – Wed. Sept. 20, 2017 at 5:30 pm – Town Hall
- Community Preservation Committee (annual public hearing/input session, discussion of potential project requests) - Thurs Sept 14 2017 at 6 pm, Town Hall
- Brooks Free Library Board of Trustees -Wednesday, Oct 11, 2017 - 7 pm

Adjournment: Joan McCarty made a motion to adjourn; Joanne Brown seconded. Chair Mary Warde adjourned the meeting at 8:30 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Emily Milan".

Emily Milan

Assistant Director