

**Brooks Free Library  
Board of Trustees Meeting  
739 Main Street, Harwich, MA 02645  
Wednesday, October 4, 2023, 7PM**

**Minutes**

1. Call to order/Attendance

Meeting called to order at 7:04pm

Members present: L.Cebula, K. Remilliard, B. Waystack, J. McCarty,

Also in attendance, V. Hewitt, Director. Absent: J. Brown, J. Wheeler, W.Crowell,  
arrived 7:08pm

2. Vote to approve the minutes of September 6, 2023. Minutes not available, plan to  
approve at next meeting

3. Public Comment none

4. Reports

A. Chair. No Report

B. Library Director, as submitted. Nothing to add and no questions or concerns from Board  
members

C. Staff Reports chair expressed thanks to staff for their reports

D. Building & Grounds no report

E. Liaison from the Select Board No report

5. Correspondence none

6. Old Business none

7. New Business

A. Disposition of Article 31 of May 2013 ATM \$25,000 for carpet/flooring replacement.  
Discussion of alternate use of fund as flooring has not been replaced and will not need to be.  
Motion was made to repurpose the funds to supplement the \$90,000 Sidewalk article including 2  
trees that will need to be replaced as part of that project. Motion W. Crowell. 2nd. J. McCarty. V.  
unanimous.

B. Vote to accept Monetary Donations. None

C. Vote to accept donation of Savin C2525 photocopier and Jamex 6552 coin box. Motion  
to accept the donation of the Savin C2525 photocopier and Jamex 6552 Coin box. Motion:  
J.McCarty. 2nd W. Crowell. V. Unanimous

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

Chair requests an update on the job description for Deputy Director position.

9 Upcoming meetings and events

A. Library Board of Trustees Wednesday, November 1, 2023 at 7 pm

B. Library Board of Trustees Wednesday, December 6, 2023 at 7 pm

C. Library Board of Trustees Wednesday, January 3, 2024 at 7pm

Motion to adjourn at 7:47pm. Motion: J. McCarty, 2nd K. Remilliard. V. Unanimous

Respectfully submitted,

Bernadette Waystack

Minutes approved at the Brooks Free Library Board of Trustees meeting on Wednesday,  
November 1, 2023