BOARD OF TRUSTEES (BOT)

SANDWICH PUBLIC LIBRARY (SPL)

MINUTES FOR FEBRUARY 8, 2022

Present: Chair Bob Thomson, Vice-Chair Jeanie Vander Pyl, Mark Wiklund, Christine Brown, Ted Scribner, Katie Miller, Bill Wagner, Jayne Burke, Mike McCartney, and Library Director Joanne Lamotha

Guest: Evelyn Dewar – Candidate for Library Trustee

The meeting was called to order at 7:03 p.m.

Review and Approval of Minutes from January 11, 2022

BillW motioned to accept the January 11th minutes as corrected – TedS seconded and all were in favor with one abstention.

Correction – On page 2, under Director’s Report, first bullet under Review of Library Activities change “To air” to “To err”.

Roll call – approval of minutes January 11, 2022.

Bob Thomson – aye
Katie Miller – aye
Mark Wiklund – aye
Jeanie Vander Pyl – aye
Ted Scribner - aye
Mike McCartney – aye
Bill Wagner - aye
Jayne Burke – aye

Abstained – Christine Brown

Correspondence/Statements/Announcements

• None

Director’s Report

Hotspots –

• Hotspots now available at the library – 2,200 T-Mobile hotspots funded with Covid Care Funding were launched by the Massachusetts Board of Library Commissioners and distributed to the libraries in Massachusetts.

Library programming update –

• In person programming resumed in February –
  ➢ Preschool Story Time launched in February.
➢ On 2/5/22, Take Your Child to the Library Day (over 100 participants).

➢ On 2/12/22, Valentine’s Day Cello and Violin performance to be held in the library reading area.

➢ The Sandwich Partnership for Families and the Friends of the Sandwich Public Library are sponsoring a new Indoor Story Walk and Story Stretcher Craft children’s program.

➢ This month’s art exhibit featuring the artwork of Peggy Richard is curated by the Sandwich Arts Alliance.

➢ On 2/22/22, It’s Tutu Tuesday at the library. Wear your favorite tutu, sit for a tutu story and take home a tutu craft.

➢ On 3/5/22, Community Open House in honor of Mr. Parsons’ retirement.


Patron Activity for January (handout) –

- Due to Covid annual comparisons were not available.

- Circulation Data – 9/21-1/22.

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Post January 30th Storm Update –

- The library never lost power but was unable to open as a warming or charging station due to snow travel restrictions.

Meeting Room Policy draft edition 2/3/22 (handout) –

- Last update was approved on 12/12/17.

- Page 1 under Meeting Rooms Available –
Add –

➢ Room 1 and Room 2 are equipped with screens, laser projectors, speakers and microphones.
➢ Macknight Room – The Macknight room is available for smaller group meetings. The room is equipped with conference tables seating for 14.

Strike –

➢ Conference Room – The conference room is located on the main floor of the library. Capacity is table seating for 9.

• Page 3 under Serving Refreshments –

➢ Reworded line 1 to read as follows – No alcoholic beverages may be served at any time on library property without prior approval of the Director and Board of Library Trustees. A liquor license must be secured with the Town of Sandwich Board of Selectmen.

• Page 4 Room Fee chart – strike conference room fee of $40 and add Macknight room fee of $100.

• Additional remarks –

➢ Add a Patio Rental component to Library Lawn and Grounds.
➢ Expand General Rule number 1 use of meeting room space.
➢ Combine line 3 with line 6 under Serving Refreshments. Include a food truck policy.

Chairperson’s Report

Friends of the Library Update –

• Continue planning 2022 activities. (programs, fundraisers, author talks, movies, junior friends group)
• Richard J. Connor Award application open.

Friends of the Sandwich Town Archives Update –

• Continue planning 2022 activities. (oral history program, digitization of historical records, applying for grants, user friendly website)
• Board member, Joan Osgood, completed an hour long video about a historical mystery. It’s about a selectman that vanished in 1927 after setting out into the bay to check his lobster traps.
New Business – Other Business Not Reasonably Anticipated by the Chair

Stu Parsons Recognition –

- Motion by Mike McCartney to name the children’s room in honor of Mr. Parsons with a naming criteria and plaque to be decided later. Christine Brown seconded and all were in favor.

- ChristineB – gather reminiscent memories of Mr. Parsons from the library adult population.

- MikeM – gather information about various nature installations ie bird feeder, bird bath, bird house.

- Room Designation Subcommittee (TedS, JayneB and MikeM) – the committee will work with Joanne to finalize the name and type of plaque used to honor Stu Parsons.

Old Business – Other Business Not Reasonably Anticipated by the Chair

Library Art Committee Report – Mark Wiklund

- JoanneL – An old 1986 inventory and appraisal and a visual tour of the stored artwork with Trustee members ChristineB, MarkW, MikeM and BobT was used to determine what inventory still exists. MarkW – there are about 25 to 35 pieces of artwork of various sizes in various conditions excluding the Macknight artwork. Suggested hiring a professional to sort through the artwork pieces to determine what pieces should be kept, sold or discarded.

- MarkW – the library art committee has shifted its thinking from focusing on a specific area of the library in need of some form of artwork to looking at the larger picture which includes all areas of the library.

  ➢ Work to get an interior art consultant to survey the space. JoanneL will contact various consultants and bring their proposals to the next meeting.

  ➢ Assess existing pieces of artwork.

  ➢ Decide if the artwork of Stephen Knapp would be a good fit for one of the library spaces.

  ➢ May meeting – have some concrete steps to follow.

  ➢ By midsummer – acquire art for the gallery wall downstairs, the three white slabs, and the tech bar area with consultation from an art consultant.

Public Forum

Evelyn Dewar – Sandwich resident since 1976. Thirty three years teaching civics and American history in Plymouth and is in her eleventh year at Bridgewater State supervising student teachers. She is a grateful patron of the library. Would love to be a member of the Library Board and contribute various experiences.
TedS motioned to adjourn – KatieM seconded – and all were in favor.

Roll call – adjournment.

Jeanie Vander Pyl – aye
Bob Thomson – aye
Katie Miller – aye
Ted Scribner – aye
Christine Brown – aye

Mark Wiklund – aye
Mike McCartney – aye
Bill Wagner – aye
Jayne Burke – aye

Meeting was adjourned at 8:29 p.m.

Respectfully submitted,

Melinda Aguiar