

Topsham Public Library
Board of Trustees Business Meeting
Wednesday, March 15, 2017
Minutes

- 1) **Call to Order:** The meeting was called to order by Larry Fitch, President, at 7:02PM. Present: Jerry Davis, Jennifer Ecker, Anne Eustis, Irene Martin, Teri Schultz, Megan Theriault, Larissa Vigue Picard, Sally Von Benken, Director Susan Preece. Absent: Joe Trafton.
- 2) **Consent Agenda.** The Board then reviewed the Consent Agenda, which included the Minutes of February 22, 2017 Business Meeting, Development Committee Report, Finance Committee Report, Governance Committee Report, and the Friends Report. Anne made a motion to accept the minutes, Jerry seconded, and the motion passed unanimously. *Note: it was later noted that the February 22 minutes showed Megan as absent when in fact she was present. This will be corrected.*
- 3) **Director's Report.** Susan highlighted the following items from her written report.
 - She asked that any complaints by patrons be directed to her to handle.
 - As requested at the last board meeting, she distributed summary notes from our board development workshop.
 - Cloud Library has had a rough start but in the long run it will be easier for people to use.
 - She attended the recent Board of Selectman's review of the budget and the only changes they made were to the health reimbursement account, which was to all town departments.
- 4) **Old Business:**
 - a) **Board Development Workshop.** Larry met with Sue McLeod about what the board felt worked, and where the retreat seemed to fall short. Sue has agreed to return to work with us on clarifying board and staff responsibilities with regard to our long range plan goals, as well as helping us to think about how to simplify those goals and the objectives to proceed more productively. Because of several people who will not make the April meeting, Sue will be asked to attend the May board meeting to begin this work.
 - b) **Internet Filter Report.** Susan distributed a comprehensive analysis of the filtering system put together by Emma and Dale, representing many hours of work. The report shows that 72 percent of the websites that were blocked by the system over the past six months (since implementation) were considered pornography. Many of these attempts are taking place in the evening, which means that people are sitting in the parking lot to access the WiFi (which is turned off at 9PM). According to CIPA, pornography sites by definition include images. There were several other types of sites that were blocked, which were not pornography, resulting in limiting access in those cases to legitimate information. Dale and Emma reviewed all the sites to verify content. During the past six months, no one has asked staff to unblock a site, an option that is mentioned in the computer use policy. Board members suggested adding that wording to signs by the computers so people are aware they can ask for legitimate sites to be unblocked.

However, some people may be embarrassed to request this depending on the type of information they are seeking. Susan said there is no indication that any Maine libraries will get charged for any previous non-compliance, but that no one at the state level is interested in fighting any of the CIPA regulations at this time.

5) **New Business:**

- a) **Collection Development Policy.** The Governance Committee presented a slightly revised policy with streamlined language. Anne made a motion to accept the policy as revised, Teri seconded, and the motion passed unanimously.
- b) **Long Range Plan:** The Board discussed the first goal in the current long range (2016-2019) place in preparation for continued conversations about revising the plan. Some felt the goal was too broad, more like a mission statement, not anything different than TPL is already doing, and/or too hard to measure. Susan provided full copies of the LRP and she and some board members noted a number of the action items have been accomplished; other items are less specific and measurable. Other concerns with the current plan include the somewhat confusing formatting and the disconnect between the goals and the objectives. The hope is that the board can revise or update the current plan instead of starting completely from scratch.

6) **Upcoming Events.** Please attend what you can.

Music in March, Saturdays at 1PM

3/22, 6PM, BOS/FC Joint Review meeting. Megan said she would be there.

4/6, 6:30PM, Friends Annual Meeting with Carol Birch—adult storyteller

4/8, 1-3PM, Joy of Lens Photo Reception and Awards. Jen said she would be there.

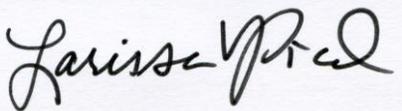
4/13, 7PM, Public Hearing on Town Meeting and Budget

5/17, 7PM, Town Meeting

7) **Next Meeting:** Wednesday, April 19, 2017, 7:00PM.

- 8) **Adjournment** at 8:05PM. Megan made a motion to adjourn the meeting, Anne seconded, and the motion passed unanimously.

Respectfully submitted,



Larissa Vigue Picard
Secretary