

Brooks Free Library
Board of Trustees Meeting
739 Main Street, Harwich, MA 02645
July 2 2025

Members present: J.Brown, J. Wheeler, J. McCarty, L. Cebula, B. Waystack,
T. Murray, W. Crowell
Others present V. Hewitt, Director

Meeting called to order at 7.01 pm.

Public Comment no members of public present

Motion to approve the regular session minutes for June 4, 2025

M McCarty S Crowell unanimous approval

Reports

Chair

- *thanks to all for the evaluations for Director Hewitt
- *ordered copies of trustee Pocket Guide from MLA
- *new select board liaison is Don Howell
- *noted community engagement meeting on 8/5 at town hall for the draft Local Comprehensive Plan

Library Director no additional comments or questions on report included in packet

Review of Staff Reports- no questions or comments on reports included in packet.

Building & Grounds

- *will be purchasing a new refrigerator for staff room as this one is about to stop functioning, dates from 1997. Will be charged to repairs and maintenance budget line.
- *may ask the Friends to consider updating the staff room in the fall
- *DPW/Libby will make sure that the grass in back section is kept mowed
- *has been 6 years since the entire building was painted, some peeling noticed. Should there be funds added to the library budget for the painting of a side a year (in rotation). Or should there be a separate article at town meeting requesting the funding? Brown and Wheeler will talk to Sean Libby about best approach.

Personnel Committee

- *met on June 20 with Hewitt, report will be in executive session

Correspondence none

Old Business none

New Business

- *no donations this month for consideration
- *non resident taxpayers meeting scheduled for August 4 by Select Board, trustees and/or Director may want to attend in case of questions.
- *question concerning any new information on any funding cuts for MA libraries in current State and Federal budgets. Hewitt noted that some low usage databases have been removed by the CLAMS network.

Trustee reports and requests for next meeting agenda none noted

Motion to adjourn and move into exec session and not return to public session at 7.27pm

M Wheeler S McCarty roll call vote unanimous

Minutes by Linda Cebula Secretary

approved August 6, 2025

Minutes approved at the Brooks Free Library Board of Trustees meeting on Wednesday, August 6, 2025