

Brooks Free Library
Board of Trustees Meeting
739 Main Street, Harwich, MA 02645
September 3, 2025

Members present: Joanne Brown, Linda Cebula, William Crowell, Joan McCarty, Tricia Murray, Bernadette Waystack, Jeannie Wheeler

Others present Virginia Hewitt, Director, Lynn Budell
Meeting called to order at 7.00 pm by Chair Waystack.

Public Comment none

Motion to approve the regular session minutes for Aug 6 2025

Motion by Wheeler Second by Brown 6-0-0 approval

Reports

Chair

*reminded members of Open Meeting Law training sessions on October 22 (2-4 pm and 5-7pm) Contact Town Clerk to schedule attendance

*no executive session needed at end of today's meeting

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

Noted well written letter re housing issues

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

Building & Grounds

*roof leak repaired

*branches at sidewalk have been trimmed

Personnel Committee No report this month

Correspondence none

Old Business

A Planning underway re Strategic Plan, will be primarily driven by Brown and McCarty with Hewitt providing research. Decision to not pursue consultant at this time. Time line being developed. Group will analyze existing data from COA needs study and Local Comprehensive Plan.

B With Hewitt planning on retiring June 2026, Personnel Committee has been asked to take lead on planning. Would be good if there was overlap once hired.

New Business

Motion to accept \$2,350 in donations in memory of Elizabeth Brake by Brown second by Murray.
Approved 7-0-0

Trustee reports and requests for next meeting agenda

*Rockland Trust will attend October meeting re annual investment update.

Motion to adjourn at 7.30pm by Wheeler second by Brown. Approved 7-0-0

Minutes by Linda Cebula Secretary

approved _____10/1/2025_____