

MONTAGUE PUBLIC LIBRARIES TRUSTEES MEETING AGENDA

Monday, August 21st, 2023 at 6:00PM

**Turners Falls Senior Center/Council on Aging
62 5th St, Turners Falls, MA, 01376**

1. Call to order
2. Public Comment Period: Please limit comments to two minutes

REGULAR BUSINESS *(Please read all handouts prior to meeting. Meeting time will be for edits and questions only.)*

3. Approval of minutes from 7/24/23
4. Director's update—See attached report
5. Children's Department update: See programming report, at bottom of director's report
6. Update from: Special Services
7. Update from: Building Committee
8. Update from: Personnel Committee
9. Update from: Budget Committee
10. Secretary's report
11. Update from: Friends of the Library

DISCUSSION TOPICS

12. Approval of amended bylaws
13. Discussion of instituting an ad hoc fundraising committee and of the roles of other trustee subcommittees in the MPLCP application process
14. Discuss whether the Board of Trustees should take a stand supporting state legislation outlawing book bans in public libraries and public schools (following recent legislation in Illinois and proposed in New Jersey); and moreover express this support in a public letter sent directly to state Rep Natalie Blais and state Sen Jo Comerford encouraging them to propose similar legislation, and send this also to the Montague Reporter.
15. Items not anticipated within 48 hours of meeting. Votes may be taken
16. Next meeting date, agenda suggestions
17. Adjourn

Director's Report

August 2023

1. The Carnegie Library's new hours (M-W 10-7, Th-Sa 10-5) went into effect on July 1st. Patrons have been very enthusiastic about the morning hours and staff have reported a lot of positive feedback.
2. We finished out the fiscal year with a budget surplus of \$6,219.00, or 1.3%. This was largely due to our CW MARS consortium costs coming in at almost \$3k less than anticipated, collaborative programming efforts decreasing program costs, and a lack of space disallowing the purchase of additional Library of Things items. Thanks to the surplus, I was also able to use regular budget funds to cover the costs of our four new computers. As such \$3,740.00 was returned to our State Aid line, which currently stands at \$84,793.56
3. Falls Fest, scheduled for Saturday, October 21, is still in-process and will be supported by \$12,000 in ARPA funds allocated by the Selectboard. I'll learn in September if the Mass Cultural Council Festival Grant I submitted to support this event is approved or not.
4. The libraries fared moderately well during recent rain storms. I gave kudos to the DPW as the new driveway at the Carnegie successfully diverted water away from the building as it was designed to. Some water did infiltrate through the handicap ramp, which is a recurring issue, but otherwise the building was unscathed. Montague Center had no leaks at all. Unfortunately, the Millers Branch did take in water to the extent that the chest freezer tripped and shut down, spoiling all the meat that MCSM had stored there for the food pantry. The DPW's maintenance staff alerted me to the issue, cleaned out the half-thawed meat, and placed the freezer on pallets, so such a problem will not happen again.
5. Staff evaluations were completed at the end of last month and went well. We're extremely lucky to have such high-quality, service-driven staff. That said, Makayla, our children's program assistant, took a job with more hours at the Williston School. This is her last week. I posted her position at the beginning of the month and have 4 candidates so far. The job will close this Wednesday and Angela and I hope to conduct interviews next week.
6. Chris Sawyer-Laucanno, who is a member of the historic commission, worked with Walter to put together bid specs for the ARPA-funded projects at Montague Center---the roof and windows---as well as the masonry repair project that was approved by town meeting last summer. I believe the bidding process will close this week and I look forward to getting work started on those projects.
7. The Trustees' building committee will do a tour of the Erving Library this Thursday, 8/17 at 4:00PM. Barbara Friedman, the consultant that we've hired to assist with our state construction application, was previously the director in Erving and retired after construction was completed on their new library.