

MONTAGUE PUBLIC LIBRARIES TRUSTEES MEETING MINUTES

Date: Monday January 28, 2019

Time: 6:30 P.M.

Place: Gill-Montague Council on Aging

62 Fifth St., Turners Falls, MA. 01376

Attendance: Nancy Crowell, David Harmon, Karen Latka, James Martineau, Tricia Perham, Vicki Valley, Gretchen Wetherby

Montague Library Director: Linda Hickman

Absent: Joseph Kopera, Amanda Traynor

6:35 Call to Order – Nancy Crowell

Minutes - Reading and Approval of minutes from 12/17/2018

Move to approve James Martineau, 2nd Karen Latka

6:37 Corresponding Secretary's Report – nothing to report

6:38 Finances

a. 2020 budget – overall about a 1% increase over last year

Special Articles coming up: -Contractor Quotes for doors at the Carnegie

(\$10,000) and Moisture Remediation at Montague Center (\$20,000) and Millers Falls (\$22,050)

b. Quarterly Report – Linda Hickman

\$52,113.27 balance in State Aid as of 12/31/18

\$25,275.00 balance for quarter in donations (mostly specified to be spent in

Montague Center) – A new couch has been purchased for Montague Center, some new bookcases are being investigated

Traprock Grant \$350 is being used to purchase children's and young adult books

\$2830.70 has gone to the general fund from money collected in 2018 in Fines, photo copies, and fees

7:00 Personnel

a. Committee report re: Assistant Director position proposal – being discussed tonight with the Selectboard in Executive Session

b. Library Trustee opening- Joseph Kopera has officially submitted his resignation

Posting and advertising will be made to find an interim –

More positions to be filled in upcoming elections.

7:08 Building and Maintenance

- a. Update on special articles – reported under “Finances”
- b. Committee report – nothing at this time

7:10 Special Services - None

7:10 Friends Update

Book Sales and May Set up at Greenfield Savings Bank

7:20 Public Relations – Nothing to add

7:20 Items not anticipated within 48 hours of meeting.

Library will have to begin doing all paperwork and changes necessary to comply with all OSHA regulations as of February 1, 2019

7:22 Next Meeting Dates: February 25, March 25, April 29 – all at the Council on Aging, 62 Fifth Street, Turners Falls

7:25 Move to adjourn Vicki Valley, 2nd Gretchen Wetherby

Vicki Valley
Corresponding Secretary
Montague Board of Library Trustees

Documents Reviewed

Actual and Budgeted Expenses and Encumbrance – 12/31/18

Actual & Anticipated Revenues – 12/31/18

Actual & Budgeted Expenses and Encumbrance – Quarterly Report 12/31/18