

MONTAGUE PUBLIC LIBRARIES TRUSTEES MEETING MINUTES

Date: Monday March 4, 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: Amanda Traynor

6:39 Call to Order – Nancy Crowell

Minutes - Reading and Approval of minutes from 1/28/2019

Move to approve Tricia Perham, 2nd Gretchen Wetherby

6:40 Corresponding Secretary's Report – nothing to report

6:40 Finances

2020 budget – Report from meeting with Finance Committee – Linda Hickman reported on her attendance of this meeting

6:41 Personnel

- a. Need for more substitutes – couple of people with experience needed
- b. Update on Librarian in Charge stipend – Selectboard recommended a stipend and not a title change – has to be negotiated with the union.
- c. No interested parties at this time for the open position of Trustee
 - a. Additional Trustee opening as Amanda Traynor has resigned.

6:50 Building and Maintenance

- a. Report from Capital Improvements committee meeting
Linda Hickman, Nancy Crowell, Tricia Perham, Karen Latka and Vicki Valley attended the 13, 2019, 3:00 pm meeting of the Capital Improvements Committee to discuss the projects being requested – 2 front sets of doors at the Carnegie, moisture remediation at the Montague Center and Millers Falls libraries. Gave brief summary of meeting.
- b. Committee report –
 - a. Still need meeting with Highway Department
 - b. Still need RFP for architect – Waiting for Steve Ellis
 - c. Nancy Crowell will send a letter to Mr. Ellis regarding Trustee concern about this not having been completed as yet.

7:17 Special Services –
Survey will be copied and distributed

7:25 Friends Update
Vicki Valley (President of the Friends of the Montague Public Libraries) reported on the activities of the Friends.

7:38 Libraries' Annual Report Draft
Presented by Linda Hickman
Move to accept as written Vicki Valley, 2nd James Martineau

7:45 Possible changes in Snow Closing Policy and pay for employees

7:50 Public Relations – Nothing to add

7:51 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

7:51 Next Meeting Dates: March 25, April 29 – all at the Council on Aging, 62 Fifth Street, Turners Falls

7:55 Move to adjourn Tricia Perham, 2nd James Martineau

Vicki Valley
Corresponding Secretary
Montague Board of Library Trustees

Documents Reviewed
Annual Report 2018