

Montague Public Libraries Trustees Meeting

Date: August 26, 2019

Time: 6:30 pm

Place: Millers Falls Library, 23 Bridge St., Millers Falls, MA

Attendance: Nancy Crowell, David Harmon, Karen Latka, Margot Malachowski, Tricia Perham, Gretchen Wetherby, Susan Yarmac, Vicki Valley

Montague Library Director: Linda Hickman

Absent: Jim Martineau

6:30 Call to Order and reading of minutes from 7/15/19; Nancy Crowell moved to accept as read, 2nd by Margot Malachowski

6:35 No Report from the Corresponding Secretary's Report

6:45 Personnel

Coverage for employee outages being dealt with

New Substitute on the desk working out well – Retired from GCC

Recent staff meeting was very productive

6:53 Building and Maintenance

Millers Falls moisture remediation project – a few things left to do – Building inspector also still needs to come.

Signs at Montague Center – Still some donation money that may be used along with some State Aid funds

Tricia Perham said she can help with the repairs to be made to the Turners Falls Sign

7:13 Special Services

a. Survey results – Recommend that the next survey we not include open ended questions

Maybe use Survey Monkee/Google Form? Set up on library computer to make easily accessible. Might allow us to reach even more patrons (computer in addition to paper that we usually do)

Use Data from the survey in design of Long Range Plan

b. Long Range Plan – Linda went over the plan which is a five year plan that extends to 2020. Discussed what has been accomplished and what still needs to be done

- c. Set up a meeting with Steve Ellis to discuss next steps in RFP, communication with the Highway department (or lack thereof) – Gretchen Wetherby will set up the time and date with Steve.

7:43 Programming Updates

Music and Movement moves to Millers Falls next week.

Adult programming still a tough sell.

No Friends update at this point

Hold on State Aid Report for another time

No unanticipated items

Next Meeting September 30, 2019 at the Montague Center Library - 6:30 pm

Building and Maintenance to meet at 5:30 on the same date.

APPROVED