

Montague Public Libraries Trustees

June Minutes

Date: Monday, June 7, 2021

Time: 6:30pm

Place: Gill-Montague Council on Aging, 62 Fifth St. Turners Falls, MA 01376

Attendees: Nancy Crowell, Lydia Ievins, Karen Latka, Margot Malachowski, Jim Martineau, Tricia Perham,

Library Director: Linda Hickman

Library Staff: Angela Rovatti-Leonard

Absent: Polly Billiel, David Harmon, Gretchen Wetherby

6:40 Call to order.

6:43 Minutes from 5/3/2021—approved with amendments.

6:44 Corresponding Secretary's Report—nothing to report.

6:44 Personnel—The Search Committee met on May 25th and June 3rd to start working on the job description for Library Director. Town Administrator Steve Ellis attended the meeting on June 3rd. There are some portions of the 2013 job description that we cannot change. We will discuss the draft on Thu, June 10th. All Trustees are welcome to attend. Dave Harmon is stepping down from the Search Committee. Lydia Ievins will join the Search Committee.

On Fri, June 4th, Linda closed the Carnegie Library for two hours to hold a staff meeting. The permanent staff attended, and temporary staff were unavailable. The permanent staff felt comfortable with opening to the public starting Mon, June 14th. The Selectboard needs to approve this decision. Browsing appointments will not be needed, masks will not be required for vaccinated patrons, and materials will no longer be quarantined. Curbside pickup will still be available. There will be signage requiring that unvaccinated patrons continue to wear masks, but this will be on the honor system. In the future, the signage will request rather than require unvaccinated patrons to wear masks.

The Trustees voted to approve the purchase of Country Creemee (52 Avenue A, Turners Falls, MA 01376) gift cards to distribute to Library staff in appreciation for their work over this very difficult year. Trustees will contribute \$15.00 each. Linda will collect cash or checks and purchase the gift cards. Nancy will purchase a card and sign on behalf of the Trustees.

7:04 Buildings and Maintenance—Linda reported that the Town Department of Public Works (DPW) caused damage to the concrete apron and lawn of the Carnegie Library building. Linda informed Town Administrator Steve Ellis about the damage and contacted the DPW. The Trustees agreed that the DPW should be able to do the repair work. For all repairs, we need to consider that the building is on the National Register of Historic Buildings.

The exterior painting on the Carnegie Library is finished. The color is well-matched to the original color. Some of the window frames were repaired. Perfect Strokes (Bernardston MA) did

the work for \$10,000. Steve Ellis approved using excess roofing money to pay for the painting job.

For the Montague Center building, Jamrog HVAC suggested installing a mini split to address moisture issues. Steve Ellis said that we need to wait to get input from the Historic Commission and the Capital Improvement Committee. Linda confirmed that the Montague Center building is in a Historic District, but the building is not on the National Register of Historic Buildings.

Tricia reported that there is 20-22 feet on the backside of the Montague Center building that would be sufficient if we want to install an elevator tower. We would need to get a variance from the Zoning Board. Bob Leet of Whetstone Engineering is scheduled to look at the building on Wed, June 9th.

There is no update on the Millers Falls Energy Grant.

7:28 Special Services—we will be meeting on Mon, June 21st to work on the long range and action plans.

7:28 Programming Update—Angela presented her report to the Trustees. Highlights include students from Hillcrest Elementary School visited to do research for a project. Lea Wulfkuhle brought a small group of English Language Learners to research animals. Angela met with Jess Nadeau, School Librarian for Gill Elementary, Hillcrest and Sheffield Elementary schools to share Summer Reading Program materials.

The Summer Reading Program will have online and in-person options. Patrons may still use curbside pickup for materials. All summer programs will be held outside. The Library will be renting a tent after the end of the school year. There will be a magic show on Tue, June 22 and a puppet show on Fri, July 30. Take-and-make craft bags will be available at all library locations from June 21-July 27. Angela is working on a bilingual Sidewalk Safari project that engages local businesses in the Library's Summer Reading Program.

Northfield Drive-In is offering discounted movies for library card holders on six Wednesdays this summer. (<http://northfielddrivein.com/>)

The Youth Advisory Committee will resume meeting monthly. Meetings will be held outdoors.

The Library is collaborating with Coordinated Family and Community Engagement (CFCE), Discovery Center, River Culture, and Montague Parks and Recreation to offer a series of multilingual StoryWalks at Peskeomskut Park throughout the summer. CFCE will assist Angela at promoting the StoryWalks at the Great Falls Farmers Market.

Angela and Meghan have plans to work on short instructional videos for STEAM programming. Summer Reading Program ideas for adults are to-be-determined.

7:52 Grant Update—Linda has talked with an advisor at the Massachusetts Board of Library Commissioners about the Town-wide Historic Preservation Assessment Project. The grant is to hire a consultant to assess historic collections at the Montague Historical Society, Town Hall, and all three libraries. The consultant will make suggestions for repair, storage, and digitization. Staff training will be provided. This process must be completed by the end of September. Linda hoped

for an extension since dealing with the pandemic interfered with her ability to work on this project. The assessment is a prerequisite for future funding for storage cabinets that would help preserve historic materials. She will be in touch with several consultants to see if anyone can complete the work within the timeframe.

7:59 Upcoming Meetings, to be held at Gill-Montague Council on Aging, 62 Fifth St. Turners Falls, MA 01376:

Search Committee Meeting
Thu, June 10, 2021 at 6:30pm

Special Services Subcommittee Meeting
Mon, June 21, 2021 at 6:30pm

Monthly Trustees Meeting
Mon, July 26, 2021 at 6:30pm

8:05 Meeting adjourned.

Respectfully submitted,
Margot Malachowski
Corresponding Secretary
Montague Public Libraries Trustees