

Montague Public Libraries Trustees

June Minutes

Date: Monday, June 13, 2022

Time: 6:30pm

Place: Council on Aging, 62 5th St., Turners Falls, MA, 01376

Attendees: Polly Billiel, David Harmon, Lydia Ievins, Margot Malachowski, Tricia Perham, Will Quale

Library Director: Caitlin Kelley

Absent: Gretchen Wetherby, Nancy Crowell

6:38 Call to order.

6:41 Minutes from 4/25/2022 approved as amended.

6:42 Director's Update. JAMROG installed two mini-splits at the Montague Center branch. Caitlin is looking into the ability to control the thermostats remotely. Caitlin arranged for Lauren Stara, Library Building Specialist at the Massachusetts Board of Library Commissioners, to look at all three library buildings. The consultant will work with the Friends to identify accessible furniture for the Carnegie Library.

The electrical outlet panel was installed at the Carnegie Library. A new outdoor light will be installed as well. Caitlin called Eversource to have electrical wires moved away from the Montague Center building on the North Street side.

Library staff are beginning to clear out the Carnegie basement. Caitlin is looking into retention schedules for keeping library documents. Trustees discussed how to help support Caitlin in reviewing materials in the file cabinets.

Caitlin reported that the Library of Things is circulating better after a slow start. The ice cream maker is especially popular. The hotspots are being cataloged and will be distributed to all locations. Caitlin is piloting Ancestry Library Edition with funds left over from the DVDs budget. This version of the database must be used in the library. In response to an uptick in the circulation of e-titles, Caitlin is purchasing additional titles through Advantage. This will reduce the waiting period for Montague patrons who have requested e-books and e-audiobooks.

Caitlin hired two new substitutes. They will work in all locations.

The Summer Kickoff Party will be held on Saturday, June 18. Adult summer programs include raffles for reading, Audubon wildlife programs, and the Montague Center author series. Montague Catholic Social Ministries will collaborate with the library to run programs on finding housing and recognizing scams. The Trustees supported the idea of holding these programs in Spanish. At the end of July, there will be a program for adults on the art of storytelling.

7:12 Children's Librarian Update. Angela attended the Massachusetts Library Association conference. She identified ideas that may work well for Montague Public Libraries, including fix-it clinics, conservation and green initiatives, and gardening programs. Angela will be running outdoor

playgroups with summer. Trustees talked about the challenges of collaborative children's programming in the community.

- 7:24 Special Services. Caitlin is still in the process of conducting community interviews.
- 7:27 Building and Maintenance. The subcommittee is working with Caitlin on bid documents for Montague Center and the Carnegie Library.
- 7:39 Personnel. The subcommittee needs to meet again to establish the Director's goals.
- 7:41 Friends. The Friends will be distributing free books to children at the Summer Kickoff Party. They have identified a decorative bench that will be installed outside of the Carnegie Library.
- 7:47 Committees/Officers. Trustees reviewed committee duties and expectations. We will review the by-laws at the next meeting and select officers and committee members.
- 8:15 Not Anticipated. State accommodation for remote meetings is ending. We may lose the ability to hold fully remote meetings unless the Massachusetts legislature extends approval. We have a vacant seat for Library Trustee.
- 8:38 Upcoming meetings:

Monthly Trustees Meeting
Mon, July 25, 2022, at 6:30pm

Subcommittees for Building and Maintenance, Special Services, and Personnel will need to schedule meetings in advance of the July meeting.

- 8:39 Meeting adjourned.

Respectfully submitted,
Margot Malachowski
Corresponding Secretary,
Montague Public Libraries Trustees