

When: 5:00p, Monday, September 25, 2023 / Where: Zoom

Attendees: David Detmold, Gretchen Wetherby, Louisa Khettab, Lydia Ievins, Margot Malachowski, Miryam Vesset, Nancy Crowell, Tricia Perham, Will Quale / Library Director: Caitlin Kelley

5:02 Call to order

Discussion: library messaging campaign

- ☐ Important to keep messaging about all 3 buildings.
- ☐ Survey: would be happy to get 200 responses. Closing end of Oct. Repost on FB, make shareable. Newspaper insert, tabling at Food City / farmers market / fall fest, downstairs for book sale. Still pending Spanish translation; Miryam will reach out to Melissa Belmonte.
- ☐ Need to make timing clear: why now? Space, services, accessibility. It'd be another 5–8 years until we could try again, no guarantee of same level of subsidy. False choice between library and school: a lot of other municipalities have completed multiple projects simultaneously, cost of construction is just going up, more fiscally responsible to take huge grants when they're offered. Status quo not cheap either, since accessibility questions come up with each repair. Walter thinks we should pursue both library and school projects now.
- ☐ In addition to reasons, need to be clear about process and how slowly it moves, so people don't feel left out or bulldozed. More people will join the cause if they feel invited and things are super-clear. Can become confusing and bureaucratic, easy to make assumptions and form opinions based on them. Clear timeline: when is my opportunity to speak up? Still not deciding build/renovate until much later.
- ☐ Brochure: cardstock (good quality but also recyclable), vertical 1/2 page, renew periodically throughout process. One side = big picture and where we are in process, steps, general dates, checklist. Other side = what's the immediate thing. Visually inviting. Caitlin working with Nina Rossi to develop cartoons for our spokesmoose.
- ☐ Process for updating messaging? Good to involve full Board. Maybe use first iteration until we are getting ready for town vote in May, then next for "waiting to hear back from MBLC" (10/2024). Maybe change 2–3x/year to keep people interested.

5:50 Special discussion adjourned

6:02 Meeting resumed

Minutes from 8/21/23 approved

Director's update

- ☐ Building visits: wrote that we'd see Northfield and Greenfield, but also Athol first.
- ☐ Did we have any adult-specific programming? Tend to go light on programming for Aug/Dec, lightly attended.
- ☐ Exciting to see daily progress on MC masonry—powerwashing, regrouting, going up in cherry-picker.
- ☐ Recent MC leak only upstairs? Yes, Caitlin's understanding is that it's same area as before, can double-check with Kate and report.

6:15 Strategic Planning — [discussion topics later]. Also talked about "I love my library" kinds of campaigns.

Building

- ☐ Great tours of Hadley and Granby. Interesting to see how different the spaces felt. Granby felt bigger than Hadley, but within 600 sq ft of each other. Big differences in how public space is laid out and accessed.

Montague Public Libraries Trustees

September Minutes

Interesting to hear what cropped up. Discussion of reactions to meeting rooms, teen rooms, lighting, privacy, focusing on what we actually need. Issues to watch out for: simple model for public access to meeting rooms when library is closed, mechanical system that permits turning on own lights and setting own thermostats.

6:27 Personnel

- ☐ Grae has hit the ground running. One of our subs (Taylour) stepping down.
- ☐ Did reach out to another person who applied for childrens position to ask whether interested in subbing, haven't heard back.

Budget — nothing to report

Secretary — nothing to report

Friends — No book sale in Sept. Will be giving out free books to kids at fall fest.

6:29 Discussion: focus group participants

- ☐ Two groups, one in-person and one Zoom. Goal = 8–12 per group. It was suggested we reach out to 25 people, ideally this week. Starting with list that Building Cmte was devising for a possible advisory cmte, variety of perspectives/villages/ages. WillQ found list with 22 names, he'll put into gdoc and send out link.

6:40 Discussion: fine forgiveness

- ☐ Positioned as an equity issue. Most libs don't have fines for overdue materials anymore. Especially given that so many borrowers are kids, worth doing an annual purge, maybe items lost for 2+ years.
- ☐ Current policy: when item goes into Lost status, they are charged the cost of the book. If >\$10 on acct, their acct is blocked from checking out further materials.
- ☐ For this year, won't take into account Lib of Things items.
- ☐ Motion to waive fines for items lost before 10/2021 was approved unanimously.
- ☐ Maybe 800 people. Okay to say publicly that we're engaging in the process, don't have to specify an end date by which staff will have completed task. "If you haven't been using the libraries because of a lost item, stop in at the desk."

6:50 Discussion: state legislation blunting book bans

- ☐ Unanimous vote to adopt WillQ's letter, send it out to the people indicated.

7:06 Review/approve Comprehensive Library Plan — document approved unanimously.

7:19 Review/approve FY25 Action Plan — plan approved unanimously.

7:29 Items not anticipated within 48 hours of meeting —

- ☐ We haven't had any requests to take things off shelves, though we did have a FOIA request today asking whether anyone had.

Upcoming meetings:

- ☐ Full Board — Mon 10/23, 6p, Senior Center
- ☐ Building — Thu 10/26, 2:50p, Athol Public Library; Thu 11/9, 2:50p, Northfield Public Library

7:34 Adjourn

Respectfully submitted,

Iydia Ievins .. Secretary .. Montague Public Libraries Trustees