

When: 6:00p, Monday, October 23, 2023 / Where: Montague Senior Center

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

6:05 Call to order

Minutes from 9/25/23 approved

6:07 Director's update

- ☐ Elena has accepted sub position, now fully trained. Simmons student, museums experience.
- ☐ Naloxbox: which side of MF lib bldg? The side where they're not about to paint a mural. Tapestry will maintain stock in boxes.
- ☐ MC lib Halloween? CK will get a sub to handle, since we're not open that day.

6:26 Strategic Planning — nothing to report

Building — upcoming lib visits: Athol 10/26, Northfield 11/9, Greenfield 11/13

6:29 Personnel — nothing to report

Budget — Carolyn has sent out FY25 forms, Caitlin will schedule cmte mtg soon, mid-Nov.

6:32 Friends — book sale did well in Oct, one coming up next week.

6:33 Secretary — web update: revamped our pages on town & MPL sites, added stub of building-project page.

6:34 Discussion: ramp railing at MC — CK will ask DPW to take a look.

6:37 Review brochure draft

- ☐ Discussion, tweaks, corrections. Scheduling another workgroup meeting.
- ☐ Spanish version? CK will reach out to Damaris, who helped with previous project, specifically about marketing materials for coming year. Can use some of the \$78k in state aid. Let's just assume that everything else we do for the application process will also be in Spanish. If we wanted all lib materials also in Spanish, that'd be a separate conversation.

7:17 Discussion: MPLCP article requests for CIC — docs approved unanimously.

7:24 Tabulating survey results — each of us will enter responses from 10 paper forms.

7:27 Focus groups

- ☐ Ended up with 8 people in-person, only 5 online (supposed to be 12). Adding a staff focus group.
- ☐ Add public forums? One in-person, one Zoom on separate date (only an hour). Discovery Center, like an open house. Remarks/intro 30 min, reception and feedback opportunity 60 min, snacks.
- ☐ At next meeting, deeper dive into the data, find top 3 questions to ask.

7:49 Feedback re: anti-book-banning letter to legislators — questioning ties to ALA guidelines, state aid.

7:53 Items not anticipated —

- ☐ CK: For lib staff focus group, okay to delay lib opening until noon on Thu 11/9? Yes.
- ☐ DD: Get structural engineer to look at load bearing capacity for 2nd floor? Put on agenda for next mtg?
- ☐ MV: Also for agenda: talking points for trustees?

Upcoming meetings:

- ☐ Full Board — Mon 11/27, 6p, Senior Center
- ☐ Building — Thu 10/26, 2:50p, Athol Public Library; Thu 11/9, 2:50p, Northfield Public Library; Mon 11/13, 2:50p, Greenfield Public Library

7:54 Adjourn

Respectfully submitted,

lydia ievins :.. Secretary :.. Montague Public Libraries Trustees