

When: 6:00p, Monday, February 26, 2024 / Where: Zoom

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

6:07 Call to order

6:08 Director's report. Trustees asked for clarification between Montague Historical Society and Massachusetts Historical Society. Caitlin talked more about her conversation with former director Sue SanSoucie about an earlier attempt to put an addition onto the Carnegie. The economic circumstances were tighter than today, so there was a lot of concern about staffing. Sue wished she'd done more community outreach to gain support for the project.

6:16 Strategic Planning. Nothing to report.

6:16 Building. The roofing project at Montague Center Library is going well.

6:19 Personnel. Committee met to discuss job descriptions for Adult Services Coordinator and Technician/Library Assistant positions. The goal is to have these positions equal to 1.5 FTE. This will be a slight addition in hours to staffing. The proposed positions will have benefits. The Town wants to move away from part-time, non-benefited positions to retain staff.

6:23 Budget. Nothing to report.

6:23 Friends. Great month for fundraising. The play in Montague Center generated \$1200, and the monthly book sale raised \$400.

6:25 Discussion:

1. Trustees discussed creating an ad hoc committee for the rebranding campaign. Caitlin will check with Town Administrator Steve Ellis about the requirements for ad hoc committees. Margot offered to head up the ad hoc committee. Interested Trustees should notify Caitlin. She would like to have representation from the Friends and the Library staff. Caitlin identified local business Liz Moran Design for the rebranding project. Tricia made a motion that Caitlin talk with Liz Moran about the rebranding campaign. Miryam seconded the motion, and the motion passed unanimously.
2. Trustees reviewed the cost of a new Verizon contract. Caitlin will double-check for contingencies such as replacing lost hotspots. The purchase will come out of the Library of Things budget line. The Trustees will vote on the new contract in March.

6:49 Items not anticipated. At the March meeting, Trustees will participate in a visioning exercise for the Library Building project. Caitlin will make documents available in print and electronically.

Upcoming meetings:

- Full Board — Monday, March 25 at 5:30. There will be pizza.
Montague Senior Center, 62 5th St, Turners Falls, MA 01376

7:10 Adjourn

Respectfully submitted,
Margot Malachowski, Trustee, Montague Public Libraries Trustees