

When: 5:30p, Tuesday, May 27, 2025 / Where: Senior Center

Attendees: Jim Martineau, Lydia Ievins, Miryam Vesset, Pam Allan, Susan Dorais [new], Tamara Kaplan [new], Tricia Perham, Will Quale / Library Director: Caitlin Kelley / Absent: Gretchen Wetherby

5:35 Call to order

Public comments — nope

Minutes from 4/28/25 approved

5:38 Introductions

5:45 Director's report —

- Bats + roof — if we're not expanding the Carnegie, we'll go ahead and replace the roof.
- Website — hoping to launch tomorrow.
- Community relations coordinator — posting tomorrow. Also looking for 2 subs. Need someone who's outgoing and engaged, tech-inclined (TikTok?).

6:28 Strategic Planning — cmte focuses on special projects, strategic plan (every 5 years, req'd for federal funding, current one ends in 2028), annual action plan (annual year rather than FY, submitted in fall).

6:36 Building — cmte focuses on maintenance projects: gather info, present to Capital Improvement Cmte. Most recently, Town Mtg voted to do MF storefront. We were meeting frequently when touring libraries to help write the building program portion of the grant application. Right now trying to meet no more frequently than necessary, since LBSC is quite busy, and we've done a lot of recent maintenance. Still looking at moisture remediation in Carnegie basement at foot of ramp.

6:37 LBSC — ad hoc Town cmte. TP is currently co-chair, WQ + LI also on cmte, CK is a voting member. Work with OPM and then architect to steer the bldg.

6:41 Personnel — helps refine new job descriptions, advise about employee reviews.

6:42 Budget — only meets ~2x/yr, last year didn't meet at all. Sometimes the cmte offers ways to improve the budget narrative.

6:44 Secretary —

- Contact list updates.
- Officers/committee assignments in Jun/Jul/Aug.
- Bylaws again, proposed addition underlined:
ARTICLE VI — Meetings, Regular and Special
3. A quorum is necessary for the Board to conduct business. A quorum shall consist of a simple majority of the nine members of the Board. For committee meetings, a quorum shall consist of 50% of the committee membership.
[Procedure = we read at 3 consecutive meetings (this is #2), then need 2/3 vote.]

6:44 Friends — buying rug for MF children's area, mugs are out now, monthly book sale.

6:49 Discussion: Celebrating departing Trustees

6:58 Items not anticipated — nope

6:58 Upcoming meetings:

Montague Public Libraries Trustees

May Minutes

- Community Engagement — Wed, 5/28/25, 4:30p at Town Hall Annex
- Full Board — Mon, 6/23/25, 5:30p at Senior Center
- (tent.) Mon 7/28/25, (tent.) Mon 8/25/25

7:04 Adjourn

Documents reviewed: Director's report, Youth services highlights

Respectfully submitted,

lydia ievins ∴ Secretary ∴ Montague Public Libraries Trustees