

When: 6:00p, Monday, August 25, 2025 / Where: Senior Center

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

6:06 Call to order

Public comments — nope

Minutes from 6/23/25 approved

6:08 Director's report —

- Programs — So many offerings that we have trouble fitting them on our monthly newsletter page. Not great numbers for tech drop-ins, may take some ramp-up time. Great success with children's events, WQ's history talks. 330 programs last year, incl take-home activities, maybe 270 w/o take-home. More staff members jumping in now. Nice to have the calendar module to keep things from overlapping.

6:17 LBSC —

- Process — TP: Continuing to have weekly check-in mtgs w S/S + Downes, careful to make sure any big decisions get forwarded to full cmte. Next event is the concept reveal (9/4 for cmtes, 9/11 for community). Anything that we're going to see, the MBLC sees first.
- Basement — S/S leaning against, expensive. Useful for storage, but now gets counted in overall space, might go over our needed program space. GW: what we saw, mechanicals took up such huge % of footprint, felt like an imposition. TP: they're talking about mechanicals needing fresh air. You can get fresh air in a basement room. Elevator pit will be deepest we need to excavate for, basement = more digging = more potential for contaminated soils. Wouldn't have to be a full basement, could be just big enough to get mechanicals downstairs. Maybe changes our footprint enough to save a couple trees. JM: flood situation? Could have a plumbing issue, have basement flood. TP: or plumbing issue on 1st floor. JM: unusual to have such a short timeline for a once-a-century project.
- Meetings on 9/4 — At community mtg, presenting the 3 ideas, or just the final one? We did say we'll present 3. CK having a staff mtg on 9/5, showing them the presentation then, soliciting feedback. Managing public comments: we have a 3-question survey out now, Adam can moderate at event.
- Youth rep — LBSC has a new youth rep/advisor. [She would like to remain anonymous.]

6:48 Secretary — Read a thank-you note from Nancy for farewell gifts.

6:49 Community Outreach —

- Group hasn't met. Lisa (Daval) had some good ideas, is organizing an event for the town's First Friday in Nov where we'll take over the back room at LOOT with activity, images/visuals. JM: put up a really big sheet, project an image of the new lib? CK: already planning that for Dec.
- Coloring book — TP reminds us of idea from someone we interviewed: coloring book project for kids.
- Interview outreach — TK: form letter for interview requests? CK: Kimber working on it. TK: in touch w both Natalie + Jo, they both personally responded. CK: feel free to reach out with feelers to anyone.
- Kimber's hours? — 13.5/wk, + 50/yr.
- Interviews — Interviews be available for viewing on FT, instagram, YouTube. 15–30 sec, pared down from 5 min interview. Adam can also help with editing.
- Meetings — Initial couple of mtgs to talk about what we were considering doing, now just kind of doing it. Happy to send out more info to everyone.
- Buttons — CK needs to bring more!

- 7:05 Strategic Planning — Briefly discussed advocacy and role of conflict of interest law in project fundraising.
- 7:-- Building — Aiming to put Millers storefront project out to bid in April; JM can help with RFQ.
- 7:-- Personnel — hasn't met
- 7:-- Budget — hasn't met
- 7:-- Friends — no report
- 7:-- Discussion: behavior policy
- Draft policy approved with edits. Children as young as 10 can be in library without adult supervision, provided that they adhere to the behavior policy.
- 7:-- Upcoming meetings:
- Full Board — Mon, 9/22/25, 6p at Senior Center
- 7:-- Adjourn

Documents reviewed: Director's report, Behavior policy draft

Respectfully submitted,
lydia ievins ∴ Secretary ∴ Montague Public Libraries Trustees