

When: 6:00p, Monday, July 27, 2026 / Where: Town Hall Annex

Attendees: Gretchen Wetherby, Jim Martineau, Pam Allan, Tricia Perham, Will Quale / Library Director: Caitlin Kelley / Public: Ariel Elan / Absent: Cara Hins, Lydia Ievins, Miryam Vesset, Tamara Kaplan

1. Call to Order — meeting called to order at 6:04 PM.
2. Public Comments — none.
3. Approval of Minutes — no minutes were presented for approval.

4. Director's Update

- Donation inquiry: anonymous inquiry regarding a donation to name a room in the new library.
- Outside group event policy: policy is needed to govern event participation by outside groups.
- Carnegie building interest: joint interest from the Nolumbeka Project and the Historical Society.
- Staff training: Caitlin completed a two-day Mental Health First Aid training seminar.
- Earmark request: suggestion that the library seek an earmark from Rep. Jim McGovern's office.
- Fundraising RFP: has been sent to six invited recipients; others have downloaded from town website.

5. Building Steering Committee

- The LBSC and Trustee chairs will meet to discuss roles/responsibilities between the Building Steering Committee and the Trustees, incorporating input from Downes and S/S, plus MBLC guidelines. Purpose: clarify each committee's expected role and decision-making authority.
- The amended contracts are being voted on tonight by the Selectboard.
- The first working group meeting was held via Zoom on Tuesday.

6.–9. No committee reports.

10. Corresponding Secretary's report — photos from Switzerland.

11. Friends Update — the Friends have requested a funding calendar so they can anticipate when the library will request funding for programs and activities. Three new members have joined the Friends group.

12. Committee Assignments — tabled, as only 5 of 9 trustees were in attendance.

13. Gift Policy Review — discussed but tabled for approval until the next meeting.

14. Discussion of Forming a Foundation — respective roles of a Foundation versus the Friends of the Library versus the Community Foundation of Western Mass. Will look into pros and cons of establishing a foundation. Caitlin will consult local library directors to learn what has worked best for their fundraising efforts.

Next Meeting: September 28th at 6:30 PM, Millers Falls Library. Bring a food pantry donation.

Adjourned: 7:17 PM

Documents reviewed: Director's report, Youth services report

Respectfully submitted,

Tricia Perham, subbing for Lydia Ievins ∴ Secretary ∴ Montague Public Libraries Trustees