

Great Barrington Libraries
231 Main St.
Gt. Barrington, MA 01230

AGENDA

Great Barrington Libraries Board of Trustees
March 14, 2013, 5:30
Mason Library

*- Held March 21, 2013
11:00 am*

I. Call to Order

- 5:30 **A. Attendance**
- 5:31 **B. Approval of February minutes**
- 5:35 **C. Trustee announcements**

II. Reports of Officers, Boards and Standing Committees

- 5:38 **A. President's Report - Holly Hamer**
- 5:42 **B. Director's Report - Kate Deviny**
- 6:00 **C. Treasurer's Report - Emily Shaw**
- 6:10 **D. Friends Report - Ron Blumenthal**
- 6:20 **E. Website redesign - Ed Abrahams**
- 6:22 **F. Centennial Co. Report/Budget request - Kathy Plungis, Hilda Banks Shapiro**
- 6:32 **G. Long Range Plan Report - Ed Abrahams, Kathy Plungis**

III. Unfinished Business

- 6:45 **A. Budget - State Aid funds for programming**
- 6:55 **B. Keyholder policy for library buildings**
- 7:00 **A. Follow-up Library stats and purchases**
 - 1. Attendance**
 - 2. Microfiche machine, iPads, laptops**

IV. New Business

- 7:12 **A. Process - Trustee evaluation of Library Director**

V. 7:20 Citizen Speak

VI. Adjournment

Statistics:

	Total Patrons	Adult programs	Children's programs	Computer use	Quiet/study	Meeting room
Ramsdell	873	13 programs 77 attending	13 programs 72 attending	95	10	9
Mason	10,156	11 programs 48 attending	22 programs 156 attending	1,584*	171	11

Alford has paid their bill for 2013, but not past bills. We will be billing them for 2014 soon.

Working with local authors for readings.

Poetry month has been wonderful; Jess has been adding new poetry to our Facebook page every day. We have three more poetry events: April 27 at Ramsdell, April 30 and May 1st at Mason Library.

News:

Readers Advisory- Our "What to read next page" is on our website under Reference tab.

- new books bought the past 2 months in near the new books;

- added a Scfi poster to help people find other Scifi books

Cleaning up the database- we have all but children's materials reset to available.

Need volunteers to repackage DVDs so we don't loose as many as we have.

Summer Reading is shaping up

Clock- request the Trustees approve spending \$500 to repair clock

Magnets- request the Trustees approve spending \$500 (for magnets which resemble our library card.

Ramsdell- set up the volleyball/badminton net for the summer; Kathy Plungis is in charge of Ramsdell and we are working with DPW to create raised beds to create a children's garden. Would like to go forward with orchestrating moving the Historical Society/

Commission into the YA room, so that by fall we have full use of the Assembly room.

Hilda will ask her garden club to assist with Mason's landscaping needs.

Long Range Plan -working on goals have been defined. Our goals were: staff education/training; publicity/increase usage: Ramsdell renovation: communication/ information community center; outreach/collaboration. However, these goals attempt to pull all of the suggestions into completion instead of being narrow enough to obtain.

I did meet with Chris Rembold and we talked about the town's master plan and how the libraries fit into that plan. He gave me some good advice for us to consider in our planning: one- that we should think about our goals and actions and structure them so that even if we don't get to the next step, we will have accomplished something worthwhile. We would

have no regrets on the time, staffing and energy spent. Two-which goals are critical to attaining other strategies? (as in outreach & collaboration will bring us to increased usage). I have been doing a lot of research into various facets of our goals and planning. The committee will probably meet next week if everyone can make it.

Great Barrington Libraries Board of Trustees
March 21, 2013
11am
Mason Library

I. Call to Order

The meeting was called to order by President Hamer at 11:02am.

A. Attendance

Present: Ed Abrahams, MaryPat Akers, Hilda Banks-Shapiro, Holly Hamer, Emily Loyd Shaw, Kate Deviny, Jessica Magdelaner. Kathy Plungis arrived at 12:00 and departed at 12:45.
Audience: Ron Blumenthal, Alana Chernila, Sean Stanton, Eileen Mooney

B. Approval of Minutes

Approval of the minutes was tabled until April.

C. Trustee announcements

None

II. Reports of Officers, Boards and Standing Committees

A. President's Report - Holly Hamer

1. We need to define the roles of trustees and staff

2. **Motion: To accept and endorse a letter of support for Ramsdell nomination to national register of historic places**

By: Hilda Banks-Shapiro

Seconded: Emily Shaw

Unanimous

B. Director's Report - Kate Deviny

1. See attached

2. Requested original application for Historic designation (Ramsdell)

3. Discussion about accuracy of attendance figures at Mason

4. Correction of circulation figures for Ramsdell in Town Annual Report

5. Discussion about presentation of attendance, circulation and fiscal numbers. MP Akers offered to help Kate and Jessica create a template.

C. Treasurer's Report - Emily Shaw

1. Trustees requested financial reports be provided monthly at meetings

D. Friends Report - Ron Blumenthal

1. Films: Ai Wei Wei at Ramsdell, Mason filmed postponed because of weather

2. Plans for Housatonic Earth Day event with Housatonic the Beautiful, The Brick House Pub and Friends of Ramsdell with clean-up, free lunch and screening of Crush Crum
Fold: the art of El Anatsui on Saturday 20 April

3. Plans for UpCycling event in April and May

E. Website redesign - Jessica Magelaner

Slow progress

F. Centennial Co. - Hilda Banks-Shapiro - no report this month

G. Long Range Plan - Kate Deviny

1. Compiling results of two forum and meeting of committee

2. Will post meeting agenda and invite public to subsequent meetings

III. Unfinished Business

A. Budget for programming. Kate requested \$9,000 for programming to be divided possibly as three equally among Mason adult, Mason children and Ramsdell. Trustees requested more specific information on past and future budget. Emily and Hilda offered to help Kate map out the programming budget for presentation at April meeting.

B. Keyholder policy. Keys were turned in. Five of six trustees rejected policy. Will be revisited with new town manager

C. Follow-up. Trustees asked for clarification of stats. Purchases including iPads and their usage were discussed. Suggestions for better awareness of iPads in the libraries were made

D. Goals
MaryPat stated her goal: bring the town charter in line with other libraries in Massachusetts which follow Massachusetts General Laws giving library trustees governance of their libraries

IV. Protocol - Trustee's evaluation of Library Director
Became discussion of role of Trustees and the current town charter.

V. Citizen Speak - none

VI. Adjournment - Motion: Hilda Banks-Shapiro
Second: Emily Shaw
unanimous
Adjourned 1:49pm

Respectfully submitted,

Hilly Hame
May 9, 2013