

Great Barrington Libraries Board of Trustees
December 12, 2013
5:30 P.M.
Mason Library

I. Call to Order

Meeting called to order by Ed Abrahams at 5:33 PM

A. Attendance:

Present: ED ABRAHAMS (EA) HOLLY HAMER (HH)
 KATHY PLUNGIS (KP) ADAM GUDEON (AG)
 LAUREN CLARK (LC) (arrived 5:34)
 HILDA BANKS-SHAPIRO (HB-S) (arrived 5:36)
 JESSICA MAGELANER (JM)

Audience: 0

B. Approval of November minutes .

HH made a motion to approve.

2nd EA

Vote: 4-0

C. Trustees' Announcements:

HH was impressed with the Great Barrington Chamber of Commerce Holiday Stroll story activity coordinated by Laurie Harrison (Children's Librarian) at the Mason Library, 75 people attended.

II. Report of the Officers, Boards, & Standing Committees

A. Chair's Report:

EA: reported on the previously discussed creation of an art gallery in the community room: because of the new placement of the Smartboard, the gallery will not be able to be placed in the community room.

B. Interim Director's Report:

JM: See attached report. JM had copies of the Open Meeting Law forms that the Trustees all needed to sign. Accomplished. She will submit them to the Town Clerk. The railing for the side entrance at Mason Library has now been reinstalled. Thank you to the volunteers and Friends that decorated the library for the Holiday Stroll festivities.

C. Treasurer's Report:

None

D. Friends' Report

HH stated that the November film night at Ramsdell Library saw 18 attendees. 21 attended the film at Mason Library.

The Saturday book sale continues to go well and brings in funds for the Friends so that they are able to assist with projects for the libraries. The sale will be discontinued for the winter months.

E. Teen Room:

EA reported that it has been remodeled with the red sofa and easy chair now in place. With additional lighting and side tables, the atmosphere is more positive for the young people.

IV. Unfinished Business

A. Ramsdell Initiatives Plan: LC: None

B. Bylaw review/revision: HH has conferred with the Town Manager. Some changes have been discussed and will be brought up at the January Trustee meeting. The vote has been postponed till January.

C. Policy Review: HH: None

D. Tagline/Logo and Brochures: LC distributed the submitted logo designs. After the Trustees looked over the designs, a vote was taken and the chosen design was voted in, 6 - 0. It will be asked of the designer to submit it in a variety of formats, suitable for a letterhead, bookmarks, etc.

On behalf of the Children's Librarian, EA brought up for discussion canvas bags that can be distributed/sold. The town of Great Barrington will be instituting a ban on plastic bags in the next few months and so, the library will discontinue the use of such bags during the summer reading program.

EA made a motion to expend up to \$450 from the Mason Donations account for the purchase of book bags.

HB-S seconded the motion.

A discussion ensued regarding the use of them by the summer reading program, to be distributed to new library card holders, and to be offered for sale to patrons. That the new library logo be placed on the bags. Sponsors may also be approached to decrease the cost of the bags.

Vote: 6 - 0.

LC also stated that there will be public recognition/press release for the launching of the new logo and bags.

E. Building Maintenance/Repair Review: EA met with the DPW Supervisor regarding the repairs, improvements to the libraries.

F. Smart Board: EA stated that the Smart Board will be placed on the left hand

wall (as one walks into the community room).

V . New Business:

None

VI. Citizen Speak:

None.

VII. Adjournment:

EA made a Motion to Adjourn.

HB-S seconded.

The Board voted (6-0) to adjourn at 6:15 pm.

Respectfully Submitted,

Kathleen Plungis

Kathleen Plungis, Secretary

Statistics:

	Total Patrons	Adult programs	Children's programs	Computer use +iPad	Quiet/study	Meeting room	Items added
Ramsdell	671	13 programs 90 attending	6 programs 56 attending	50	4	-	554
Mason	10365	9 programs 79 attending	16 programs 193 attending	1,350 +1 (258 kids)	186	35	396

News:

Doors and stairs:

- The railing to the side steps at Mason remains a work in progress; I have e-mailed Joe, and he has said they will be replacing it soon. (They do intend to solder the old railing back into place.)
- The front door at Mason is still waiting on a part; currently the left outer door does not open when the automatic button is pressed.
- Joe has said he will research materials to be put on the steps at Ramsdell; I have let him know we need something before the weather gets too bad.

Works in progress:

- The festival of trees workshops in the Children's Room went well – the library "Star Wars" tree is on display at the Berkshire Museum.
- We got our holiday decorations up in time for the holiday stroll – many thanks to the trustees for their help and for the lovely plants.
- The front reading room has been rearranged so that the magazines are all on one side.
- The staff break room has been rearranged, with the copier now located in the hallway with a work desk.
- Despite being short-staffed, everyone is working well together to keep things running smoothly.