

Great Barrington Libraries Board of Trustees  
February 6, 2013 - Special Meeting  
10:00 A.M.  
Mason Library

**1. Call to Order**

Meeting called to order by Holly Hamer at 10:02 A.M.

**A. ATTENDANCE**

**PRESENT: HOLLY HAMER  
KATHY PLUNGIS  
HILDA BANKS-SHAPIRO  
ED ABRAHAMS  
MARY PAT AKERS  
KATE DEVINY - DIRECTOR**

**ABSENT: EMILY SHAW**

**AUDIENCE: 3**

**2. Discussion: Special Petition to Town Meeting Warrant:**

President H Hamer explained why the special meeting was called - that she was proposing three (3) articles to be voted upon in order they be added to the Warrant for the Annual Town Meeting. They needed to be filed by this afternoon (Wed. Feb. 6, 2013). She also stated how Articles can be added to the Town Meeting.

A. First Article: The appropriation of \$2,500 from the Free Cash Fund for the purpose of a temporary position to be paid per diem to assist the Library and Historic Commission in cataloguing historic documents and objects at Ramsdell Library.

A discussion ensued pertaining to clarifying where, how the savings were being obtained. (The savings will result from personnel changes.)

There was a concern by a Trustee about the hiring of an intern in regards to any Union contracts.

There was discussion concerning the wording of the Article and wording of the original Article was changed.

HHamer made a motion to accept the Article.

H B-Shapiro 2nd the motion

Vote: 5-0

B. Second Article: The Town to authorize the use of Free Cash to appropriate the sum of \$15,000 for the purpose of repair/improvements projects for Ramsdell Library.

A discussion ensued as to where the focus should be for the Ramsdell Library.

The Director would like the focus to be on the "envelope" (the structure of the library).

HH stated that the "envelope" would fall under Capital Improvements.

HH spoke of the need to begin securing the documents that are being stored at the Ramsdell Library.

Discussion continued as to the location and future location of the documents within Ramsdell Library.

There was discussion concerning the wording of the Article and the wording of the original Article was changed.

HH made a motion to accept the second Article.

H B-Shapiro 2nd the motion

Vote: 5-0

C. Third Article: The Town to appropriate up to and not to exceed \$22,000 from the unspent, accumulated Library State Aid account to hire a consultant to plan and implement the recommendations from the 2009 Feasibility Study pertaining to the Ramsdell Library.

There was a concern by a Trustee in regards to previous studies that have been completed, yet not implemented.

The wording of the Article was changed to reflect action on those previous recommendations.

HHamer made a motion to accept the Article.

HB-Shapiro 2nd the motion

Vote: 5-0

HH then asked for assistance in obtaining the necessary signatures for the Articles. A couple of Trustees stated that they would assist.

HH hoped that the second floor theatre in Ramsdell Library would be kept open up to a half hour after the library closing. She requested that Ramsdell be kept open until 9 pm on the days that an evening film is shown. She noted that past history had the Ramsdell staying open to a later hour. She also noted that there have been other "Key holders" in the past and that a Trustee or Friend be permitted to lock up the building.

KD replied that the discussion of hours and keys has been brought up before. She feels that the library not be open after hours (Staffing) and that films can be shown at other local venues. If discussions run past the library hours, there is a local venue that can accommodate discussions. She stated that the film can be accommodated if the starting time is moved up.

A member of the audience stated that beginning earlier is not an option for families or work schedules. Meeting at a local venue afterwards for a discussion is not an option because there can be children, teenagers present at the film.

The member of the audience stated that having the flexibility to talk about the film afterwards is beneficial and that remaining in the library rather than on the sidewalk benefits the patrons that attended the film.

A Trustee stated that the library is still being touted even if it is closed, the audience that attends is aware of it.

KD restated reluctance to have keys out with people not the Staff. There will need to be a Drop Box for the key once the film is over. She would like to talk with Gary Leveille of the Historical Commission regarding his feelings about the library open without Staff being present.

KD restated that opening hours can be shifted to accommodate the films. She reminded all that the library is a town building.

A Trustee stated that she signs out and obtains a key to a town building from the Police Station and then returns it afterwards.

A Trustee stated that she felt that process was insulting.

KD stated that a policy can be worked out that a Trustee can go to the library earlier that day, sign out and pick up a key.

Further discussion on this continued with a consensus being reached that KD will get in touch with Gary L. for his opinion.

KD stated that the issue of the hours is an Operational issue.

Discussion ensued about the building use and how it should be used to support community use. That the building should be open for the use of working people. It was stated that the Staff should not be over stretched.

A Trustee asked about other libraries and how is this issue handled by them.

A Trustee stated that we will be trusting individuals to keep the library safe while it is open past hours. That the current hours, the current Staffing, be kept. It may be necessary in the future to ask for more Staffing.

A Trustee stated that having a key at the Police Station may be a good idea. She stated that in the past, keys were held by the Trustees.

The Director restated that part of her job is to protect the building and its contents. That keys need to be numbered. That the Mason Library key cannot be duplicated.

A Trustee stated that she was concerned about liability issues with keys out with people that were not employees.

A Trustee stated the insurance policy should be looked at regarding riders. She asked if the Massachusetts Library Association has a policy regarding this.

A Trustee stated that having the library open longer could lead to increased usage of the library on other days.

A Trustee stated that with the exception of the schools, the library is the only tax payer property that is open for citizens' use.

HH felt that after the above discussion, that an agreement about the key has been reached.

KD will speak with Gary L. and then set up a policy for the Ramsdell key.

HH made a motion to Adjourn at 11:09 am.

H B-Shapiro seconded the motion.

Vote: 5-0

Respectfully submitted,

*Kathleen Plungis*

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