

Great Barrington Libraries Board of Trustees

May 14, 2015 5:30 p.m.

Mason Library

231 Main Street

Great Barrington, MA

Meeting called to order at 5:32 p.m

I. Call to Order:

A. Attendance: Kathy Plungis, Ed Abrahams, Patrick Hollenbeck, Adam Gudeon, Lauren Clark.

Absent: Hilda Banks-Shapiro Audience: 1

Trustees welcomed Patrick Hollenbeck for being elected last Tuesday and Kathy Plungis for being re-elected.

B. Patrick's motion to approve April 14 minutes, second Kathy Plungis, unanimous vote.

C. Trustee Announcements: Terry Walker has been hired by the Town of Great Barrington as the new Secretary for the library.

II Reorganization:

A. Ed Abrahams nominated Kathy Plungis as Chairman of Library Board of Trustees, Patrick Hollenbeck second, unanimous vote 4 -0.

B. Patrick Hollenbeck nominated Ed Abrams as Treasurer, Kathy Plungis second, 4 -0.

C. Since Terry Walker has been hired by the Town of Gt. Barrington as the new Secretary for the library, no nomination is needed for Secretary.

III. Reports:

A. Amanda DeGiorgis presented her Director's Report. She stated that Joe will be taking care of the financing of the security system. Ramsdell library will be closed for a week during the sanding, refinishing of the floors. No date has yet been set for this project. Library funds will pay for sanding. Ed Abrahams moved to allocate \$4,695 from \$15,000 Ramsdell Renovation account for sanding and refinishing 3 rooms at Ramsdell Library, Adam Gudeon second, 5-0.

B. Treasurer's Report-no changes. Everything looks good for the end of fiscal year.

C. Friend's Report-Holly Hamer, in addition to her report, mentioned that chairs have been ordered for Mason library. She states that tables at Ramsdell Library are too wide and she needs adjustable tables for cooking and art classes which would provide a more inviting space. Ed Abrahams motioned to allocate up to \$1,800.00 from the \$15,000 Ramsdell Renovation Account for tables and chairs for Ramsdell library. Lauren Clark second, 5-0 unanimous vote.

D. Buildings and Grounds Report- Amanda will speak to Joe regarding drain by children's door. He has not received a bid for the project. Kathy Plungis questioned if it was possible to contact the County Jail so prisoners could rake the library's lawn. Kathy Plungis motioned to allocate up to \$30.00 from program budget for vegetable plants for the raised vegetable beds at Ramsdell, Ed Abrahams second, unanimous vote 5-0.

III. Unfinished Business:

A. Question about the Library Trust Fund. Amanda will research what the various Trust Funds can be used for and get back to the Trustees.

B. Ed Abrahams will have an update on library hours next month.

C. Adam Gudeon-the Ramsdell mural workshops had good turn outs with over 30 children, adults - great pictures.

D. Ramsdell Refurbishing-Lauren Clark hasn't heard from Jamie Schoomaker regarding the window benches. It was decided to hold on any decisions until the floors are sanded.

IV. New Business:

A. Ed Abrahams made a motion to allocate \$5,000 from State Aid to the General Library Fund for the fiscal year July 1, 2015 to December 31, 2015. Lauren Clark second, unanimous vote 5-0.

B. The Children's Librarian was not able to attend the meeting but sent Kathy Plungis a message requesting \$250.00 for 2 summer programs. One is a 4-H babysitting course which has already be scheduled for June. It was stated that the Children's programs are popular and bring in many patrons. Kathy Plungis stated that the children's budget appears to have gone over its budget in the past few years. Ed Abrahams motioned to allow the Library Director the option of allocating \$250.00 to children's programming prior to July 1, 2015 with the understanding that the Children's Programming will have the fiscal year (July 1st to December 31st, 2015) budget decreased by \$250.00. Vote 4 yes 1 no.

C. Create an action report for the Board of Selectmen and Town Manager. The Town Manager is requesting from each town committee that a copy of actions taken during that committee meeting be emailed to her. At the end of the meeting, the Chairman will read all motions and outcomes, including sources of funding, and then make a motion to approve the list of motions, and the votes, and then email them to the Town Manager, Jennifer Tabakin. This report will not be official minutes but will keep the Town Manager aware of what is going on in each committee.

The Chairman read all motions and outcomes including funding. Ed Abrahams made a motion to accept the motions that were made at the May 14, 2015 Library Trustee meeting, Lauren Clark second, unanimous vote 5-0.

Citizen's Speak Time: According to Ed Abrahams there is a need for some clarification, there is a process to enact Citizen's Speak Time. The next Trustee meeting will discuss the process.

V. Adjournment:

Ed Abrahams motioned to adjourn at 6:36 p.m., Lauren Clark second, unanimous vote. 5-0.

Respectfully submitted,

Terry Walker

Secretary

Statistics: April

	Total Patrons	Adult programs	Children's programs	Computer use +iPad	Quiet/ study	Meeting room	Items added
Ramsdell	778	6 programs 67 attending	11 programs 59 attending	40 (6 iPad)	2	-	168
Mason	10,983	12 programs 87 attending	14 programs 260 attending	1502 (293 kids)	170	40	515

News, Projects and Proposals:

- ❖ **April:** April's Nature and Environment programming was a big success with talks on invasive species, beekeeping and local wild mushrooms. The exhibit of Dan and Sally's work was much appreciated by patrons and it was nice to have different artwork on the walls.
- ❖ **Ramsdell:** Joe received a second quote for the floor refinishing. This one is from The Sandman in Pittsfield and totals \$4,695. Joe has not heard back from Carlson as to their revised quote. He is leaning towards going with The Sandman if the Board is amenable. Joe also has a quote from Lee Security about upgrading the Security System at Ramsdell and would like to know if the Board is interested in spending some of the \$15,000 on that project. I do not yet have a dollar amount on that upgrade.
- ❖ **Mason:** After much research, two chair trials and elbow grease on Holly's part we have decided that we will not be replacing the upholstered chairs but ordering 14 new wooden chairs from Eustis Chairs in Ashburnham, MA for the Mason Reading Room and History Room. These chairs will be placed around the tables and will replace the broken wooden chairs that were previously used in the Reading Room. Holly discovered that soap, water and intense scrubbing were what the upholstered chairs needed. We will be following the cleaning with Scotch Guard to help protect the cleaned fabric.
- ❖ **Seed Library at Mason:** The Seed Library has launched! We have packets of seed available and patrons are slowly trickling in to participate. I am waiting to hear from Matt, the AmeriCorps intern at Greenagers as to the workshops that will accompany the library.
- ❖ **Art Exhibits:** I have drawn up a draft of policies and applications that we can work on to fit our plan for art exhibits at Mason or Ramsdell.
- ❖ **May Programming:** Talya's book display this month is a collection of wacky May Holidays. It ranges from Star Wars Day to Lost Sock Day and includes books on these odd ball holidays. After the long winter it is good to have some humor! Our regular programming continues (computer classes, genealogy sessions, children's story hours) with a few special events thrown in including a Historical Miniatures battle re-enactment and a meditation sessions run by regular (free!) performer Andrew Vidich.

Semi-Annual Report (October 2014 through March 2015) Mason Library Children's

Circulation

With a glance at the attached circulation stats for FY 2015, you can see that Children's and Teen circulation for the summer months comes close to that of Adult's. The rest of the year's numbers are strong as well. The Children's circulation desk requires staffing with two staff at all times to keep up with circulation, collection, maintaining the rooms, programs, etc. We currently have only two regular volunteers but are always looking for more committed people.

Mason Programs

South Berkshire Kids is sponsoring "Brain Builders," a STEM-based learning program occurring every Tuesday morning. This will continue through the summer. They are also sponsoring our "Sing-A-Song" program, a movement-based singing program on Fridays. Both are for parents/caregivers and children 5 and under.

The Berkshire Museum's Festival of Trees theme this year was "On Safari" Our tree theme was "Mad About Madagascar" and was displayed end-November through December at the museum. Unfortunately our tree was lost during their clean-up, so I'll have to buy another for this year's program.

Our MCBA (Mass Children's Book Award) Book Club began again for the school year. We bring in print and audio from other libraries so we have a ready supply of all 25 nominee books. Every Thursday we alternated between MCBA Book Club and Kid's Chess. The chess club is sponsored and run by a parent.

CHP sponsors the "Dad and Me" playgroup, which is turning into a weekly summer program, "Art Together" for both parents and children 2.5 years and up. Cody retired as our reading therapy dog, so Canine Link set us up with "Read to Bear" with Lucinda Vermeulen (owner of Kenver).

Our family movies are popular and relatively inexpensive with only refreshment costs.

Time Period	Title	Description	Program Quantity Offered	Attendance
October	Mexican Bingo	Bilingual bingo/loteria for family with school-age children	1	35
November	Festival of Trees Berkshire Museum craft workshops	created themed tree ornaments for display	3	22
November	Halloween Scavenger Hunt	Library trivia & knowledge	1	60
November	Halloween Storyteller, Tim Van Egmond	he opened the Halloween Party	1	63

November	Toto the Tornado Cat	author visit	1	29
December	Gingerbread Houses	annual fun event	1	37
January	Elizabeth Lombardi Puppet Show	puppets & book reading by local author	1	55
February	Valentines Day Crafts	crafts for 7 & up	1	20
March	Book Party! Authors Adam Gudeon & Julie Sternberg	Book readings & activity	1	32
March	Family Astronomy	Lecture & discussion for families with children 10 & up	1	54
Ongoing bimonthly	Kid's Chess	bimonthly chess club 1-6 grades	6	87
Ongoing bimonthly	MCBA Book Club	bimonthly book club 4-6 grades	8	81
Ongoing monthly	Dad and Me Playgroup	CHP/South Berkshire Kids sponsored program for fathers & children	6	71
Ongoing monthly	Family Movies	selections newly out on DVD with refreshments	6	198
Ongoing monthly	Read to Cody/Bear	Children read to certified therapy dog	6	26
Ongoing weekly	Baxter the Bear	taking home a stuffed bear & his suitcase	16	16
Ongoing weekly	Brain Builders	South Berkshire Kids sponsored program for babies through age 5	23	367
Ongoing weekly	Sing-A-Song	CHP sponsored program for children ages 2-5 & their caregivers	21	430
Total patrons served			97	1474

Summer Highlights

We'll kick off our summer reading program with a Superhero Training Camp. Our summer theme for baby through grade 4 is "Every Hero Has a Story." For tweens and teens it is "Unmask!"

A collaboration with 4H will offer a tween/teen multi-session babysitting certification course

The American Revolution will be recreated around the library grounds with Hands On History

Farmer Minor will be bringing his pot bellied pig!

Joey Chernila will return to do a week-long superhero comics camp

We'll offer our Saturday family STEM programs again (very popular)

Crafts include Star Wars origami, duct tape creations, superhero necklaces

We would like to offer more teen movies with pizza and a Dr. Who event

South Berkshire Kids will have their "Get Ready for Kindergarten," but this time we'll try it in the evening with pizza in order to attract more patrons

Future Programs

The new Star Wars movie releasing in December will be extraordinarily popular, so we may offer the Star Wars program again that we had two years ago. It is good for ages 7 and up (especially parents!). The Rhode Island Computer Museum will come and do a Minecraft program for kids 10 and up. Sparky's Puppets will entertain children preschool and up. We'll offer gingerbread houses again.

Collection

We expanded our CD music collection to include all of the popular musicals.

We placed a parent sticker on the spine of our parenting books to more easily identify them so shelvees won't accidentally place them with the regular non fiction.

It's important to support the various local school curriculums. One way was to weed and purchase new country-related books for the children's school reports.

Book Displays

We'll continue to offer enticing displays that show off parts of our collection that patrons may not come across otherwise. Our large display currently showcases BIFF with movie-book tie-ins. It is very popular. Our small display will change from spring to focus on the upcoming summer theme of heroes.

Volunteers

We have a new 8th grade home schooling library intern. He has created and will be maintaining a teen display. He does other special projects that I assign.

Our Miss Hall's Horizon's Program interns completed the revamping of our children's ipads. They also ran a successful program, "Lucky Egg Hunt," in April.

Weekly regular volunteers include Pat Kujawski and Phyllis Graham.

Great Barrington Mason Library FY 2015 up to May 12, 2015

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Adult Audio (Compact discs (not CD-ROMs), cassettes)	817	825	852	904	750	779	795	701	758	755	298	0	8,301
Adult Books	3,715	3,438	3,159	3,393	3,153	3,208	3,278	3,052	3,145	2,993	1,013	0	33,442
Adult Downloadable audio	0	2	0	0	0	1	0	2	0	0	0	0	5
Adult Miscellaneous (e.g. ebook readers, MP3, framed art prints, puppets, slide sets, films, filmstrips)	0	10	10	8	14	7	7	2	7	13	8	0	100
Adult Videos	2,120	2,025	1,802	1,916	1,773	2,079	2,257	2,093	2,016	1,752	625	0	20,384
Adult Magazines, Newsletters and Other Print Serials	150	141	62	130	103	133	123	124	124	172	53	0	1,335
Sub total ADULT	6908	6544	5815	6341	5773	6148	6455	5894	6055	5693	1988	0	63,704
Childrens Audio (Compact discs (not CD-ROMs), cassettes)	293	218	176	195	228	181	215	221	282	280	48	0	2,294
Childrens Miscellaneous (e.g. ebook readers, MP3, framed art prints, puppets, slide sets, films, filmstrips)	4,335	4,095	3,223	3,374	3,108	2,310	2,881	3,180	4,033	3,335	1,073	0	31,437
Childrens Videos	35	64	32	38	38	31	38	30	32	24	7	0	370
Childrens Magazines	814	873	672	660	651	681	661	575	554	656	253	0	7,870
Young Adult Audio (Compact discs (not CD-ROMs), cassettes)	43	44	14	31	15	13	11	16	32	6	26	0	251
Young Adult Books	59	52	54	34	37	46	50	38	40	32	8	0	448
Young Adult Miscellaneous (e.g. ebook readers, MP3, framed art prints, puppets, slide sets, films, filmstrips)	395	392	439	355	304	313	289	322	337	356	144	0	3,318
Young Adult Videos	6	7	0	7	3	5	3	7	2	5	6	0	53
Young Adult Magazines	104	81	110	90	85	58	78	74	35	45	25	0	794
Sub Total Children's & Young Adult	6102	5786	4722	4786	4450	4178	4148	4484	5384	4749	1591	0	50,342
TOTAL	13,013	12,312	10,642	11,134	10,224	10,326	10,603	10,348	11,440	10,448	3,578	0	114,088

Teen Programming

Trustee Support

“Build it and they shall come.” Creating the teen room was an important part of inviting teens to the library, but not all. We need help to develop more of a core group of teens at the library. This help could come from creating a separate line item for State Aid for teen programming. Currently the budget has teen program supplies, but no programming and advertising money.

We want to grow with the children as they advance from child to teen. Teen programming isn't storytime, with the librarian acting as creator/presenter and patrons in the role of receiver/audience. It can't be implemented in the same way as activities for younger children.

Why?

Our teen room ideally would become a **social gathering place**, which goes along with the general profession shift as libraries recreate themselves in the digital age. Rather than looking at event planning in terms of ideas and attendance numbers, we ought to frame the idea of teen programming around their participation and ownership—with the community in leadership roles, possessing decision-making power. I would like the library to be a community with adults that supports teens, giving them a safe place to hang out and nurture themselves. A model we can check ourselves against (kind of a mission statement for the library towards teens) is the 40 Developmental Assets for Adolescents identified by the Search Institute¹ which outlines the help teens need to grow up healthy, caring, and responsible. This lists assets such as support, empowerment, boundaries and expectations, constructive use of time, commitment to learning, positive values, social competencies, and positive identity.

How?

Asking teens what they want in the library, and listening is important. Two program ideas were a result from this: babysitting certification and a henna program.

Building a larger core group can also come from collaborations I set up between the middle and high schools. Teens time here can fulfill **required volunteer service hours**. I have plans to talk with the guidance counselors and principal at the high school and tell them that the library is an outstanding setting for their students to earn community service hours.

Offer the library as a **venue for extracurricular activities** such as the debate team or math club. Teens can take the bus to the library. They can **use our space to display** student art, poetry, and science fair projects.

I'm investigating having a **floating fiction** collection at the public high school. It is being done in other school libraries. This collaboration is important because:

1. school library budget is limited for teen fiction
2. not all teens are able to come to the public library because of transportation or scheduling conflicts
3. students are made aware of what's happening at our library through their check outs of our books at the school

Teens offering paid **after-school homework tutoring** help for younger children. It's very popular in other communities. It would take working with the school, developing a plan & me asking for funds to support it. For example, two teens doing two hours a week twice a month @8 per hour is only \$64 per month! But think of the positive exposure to all of the library's stakeholders: families in area K-12 schools, teens themselves, the library!

Friends May '15

Docs - Ramsdell - *Alive Inside* - 27
Mason - *Return of the River* - 6

May 20th - Ramsdell - *Actress*

June 4th - Mason - *She's Beautiful When She's Angry* - origins of women's liberation movement, starting in the 60's

June 17 - Ramsdell - tentatively - *Because I was a Painter* - Uncovered hidden drawings made at concentration camps

Hiatus July and August

BIFF - in GB and Pittsfield May 28-30

Museum passes purchased and available

Still to buy - Millay Colony - new this year

Report on projects:

Book sale areas: Children and teens - thanks to Ed and daughter Anna for organized and staging - much more inviting and less cluttered. Friends bought a number of poster hanging strips - three at foot of stairs has eliminated the small, awkward easel -

Upstairs in the parking lot foyer - replaced messy bulletin board with more strips and thanks to Ed for recycling the cubbies once more - to provide much tidier and more space for giveaway magazines and books

Also - two long strips over the Friends ongoing book sale with the spotlights seems to be attracting people and the book sale is producing a steady income - need contemporary fiction

Julia and I took a morning at Ramsdell to peel off the 40 year old contact paper someone put on the back oak table - we sanded it, put a light stain on it and then applied three coats of wax over several days. See for yourselves - looks amazing.

Ed and I spent a couple of Sundays painting the metal racks for the magazine from greige to black in an attempt to make that area more inviting and the magazines better read. Signage and removal of covers will be decided by staff. Gotten much positive feedback from the public - now would like to get carpets deep cleaned as vacuuming still leaves them looking dirty

After getting estimates on reupholstering the 14 comfortable chairs in reading room - approx. \$500 each - I started experimenting with cleaning them - didn't seem too likely - but they did clean up nicely with soap and a little water and a lot of scrubbing. I have done three - they take about 20-30 minutes to complete - would like volunteers to help

Amanda and I ordered several model chairs from the Eustis Chair Co. in Ashburnham - many sat and passed judgement leading to our decision to purchase 14 Bainbridge Island Ash wood chairs stained mahogany for the Mason reading room. These are specially made with an epoxied metal insert - 20 year guarantee - they are not only surprisingly comfortable, but should be extremely durable over the tile floor - do not require stretchers. Ordered a similar chair with a swivel base for Ramsdell - jury still out on that.

Ed and I will volunteer this Sunday for the Barter Market which runs from 11 to 1. We'll let the participants use the downstairs restrooms with the rest of the building closed off. We co-hosted last year and it was fun. Using the library lawn gives them good exposure - they hold markets throughout the year in various locations.