

AGENDA
Great Barrington Libraries Board of Trustees
January 10, 2013, 5:30 PM
Mason Library

I. Call to Order

- 5:30 **A. Attendance**
- 5:31 **B. Approval of December 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**
- C. Treasurer's Report - Emily Shaw**
- 6:00 **D. Friends Report - Ron Blumenthal**
- E. Volunteer Report - Emily Shaw**
- 6:15 **F. Website redesign - Ed Abrahams**

III. Unfinished Business

- 6:20 **A. Ramsdell development**
 - 1. **Statement of support**
 - 2. **Funding**
 - 3. **Priorities**
 - 4. **Promotion**
- 6:50 **B. Disposition artifacts and antiquities**
- 6:55 **C. Historic designation for Ramsdell**

IV. New Business

- 7:10 **A. 2013 Goals**
- 7:25 **B. Centennial party/GB Reads**

V. Citizen Speak

- 7:30

VI. Adjournment

Statistics

Mason had 10,402 patrons come through the doors in December. The public used our quiet rooms 102 times. 9 public meetings were held by various organizations. The library held 9 adult events with approximately 405 attending. Children's had 15 programs with 93 attendees as well as 25 coloring or craft activities available for children. The public Internet computers were used 1,409 times.

Ramsdell had 673 people come through the doors. We held 11 adult programs with 115 people attending and 5 children programs with 15 attending. The computers were used 61 times and the iPads 6.

News:

- The Ramsdell Family is very much alive and live in Housatonic and Lenox. If we don't want the fish in the Young Adult room, then we might look at putting the fish upstairs. Looking into any deed of gift that might be documenting the pictures, fish and chain donated from the Ramsdell family.
- The Historical Society and Commission, the Town Clerk and I are going to get together to see how we can work together to preserve, protect and make accessible Great Barrington's history.
- Talking with Lauren Smith at Fairview Hospital about a summer lecture series on various historical topics. We will come up with a list of 20 ideas and then email people and see what the top five are.
- Long range plan committee needs to be formed in order to have an approved Long Range Plan.
- Scheduling Mary King, an advisor with the Mass. Library System, to come out at the end of January to lead a S.O.A.R. forum with the public and others that we personally invite. A separate forum will be held at Ramsdell on Feb. 13th.
- Need a Trustee or Friend to MC the Legislative Breakfast on January 25th.
- The ergonomic chairs and keyboard trays have been ordered out of the depository account. The rest will be spent on non-print as previously discussed.
- Poetry study group, Spanish classes and Mah Jong start late January, early February.
- To move the Smart Board, first need to get Ed May's approval & Fire Chief's approval.

Great Barrington Libraries Board of Trustees
January 10, 2013
5:30 P.M.
Mason Library

I. Call to Order

Meeting called to order by Holly Hamer at 5:30 P.M.

A. ATTENDANCE

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

ABSENT: EMILY SHAW

AUDIENCE: 4

B. Approval of minutes from December 13, 2012.

Corrections were made.

MOTION TO ACCEPT: E. Abrahams

SECOND: H BShapiro

VOTE: 5-0

C. Trustees' Announcements: None

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

A. President's Report: HH acknowledged that the ergonomic chairs and special keyboards have been ordered and that the monies will be coming from the Depository account.

HH referred back to the December meeting when she was questioned about the formation of a subcommittee. She read passages from the By-Laws and the Town Code stating that the President is able to create subcommittees. She stated that there has been a past history of subcommittees being formed.

HH also stated that she is waiting to hear from the Town Manager regarding our request for a meeting with him in regards to the Libraries' CIP .

B. Director's Report: K. Deviny: Please see the report on file.

KD gave an update on the numbers of individuals attending events and patronizing the Libraries.

KD has been in contact with the donor's family regarding the mounted fish on display in the Youth Room at Ramsdell Library. The family has requested that they

be returned if they are no longer going to be displayed.

The goals on the Long Range Plan for the Libraries need to be updated. Trustees need to be on that committee and KD asked if E. Abrahams and K. Plungis would be interested in serving. Both agreed to serve. They will be available during the Library hours to work on this.

KD stated that MP Akers will be the Trustee representative at the Legislative Breakfast on Jan. 25th. As of Jan. 10th, 65 people have registered. The Marketplace will cater the event to be held at Mason Library.

KD also noted that the Libraries received about \$5,000 in State Aid.

C. Treasurer's Report: None. E. Shaw was absent.

D. Friends Report: R. Blumenthal read a letter from Julia Erickson, representing the Ramsdell Friends, stating that they have decided to cancel their plans for a Mardi Gras event the end of January at Ramsdell Library due to a lack of time. The group stated their intention to work with the Trustees and Staff regarding future programs. RB stated that the "Friends" are requesting that the amount of time currently given for the showing of films be extended by 30 minutes to allow for a discussion time after the showing of the film. Currently, there is no time to have a meaningful discussion before the library needs to be closed up.

It was suggested that the film begin 30 minutes earlier to accommodate this. A discussion will continue with the Library Director regarding this.

RB stated that the "Friends" raised approximately \$8,800 the past year and spent approximately the same amount on a variety of material and support material for the Libraries. Examples of materials include: folding tables, DVD's and the applicable showing rights, museum passes for library patrons, publicity for the films and programs.

RB stated that two films will be shown in January: "Exit Through the Gift Shop" at Ramsdell and the "Finnish Phenomenon" which will be shown at Monument Mountain Regional High School in conjunction with an Educator panel of area school leaders.

E. Volunteer Report: None ES absent

F. Volunteer Report: None. ES absent

G. Website: JM stated that templates continue to be looked at in regards to the Libraries' needs.

III. Unfinished Business:

A. Ramsdell development:

1. Statement of Support:

HH passed out a Statement of Support for Ramsdell Library and on a motion by her,

Seconded by H BShapiro

Voted 5-0 in favor of the Statement of Support

2. Funding:

KD stated that the current Long Range Plan has a completion date of 2016 with a budget of 2 million dollars. The CIP (2017) had been approved by the Town. The Town Manager and the Town Accountant have requested detailed paperwork in order to begin the process of acquiring State Funds for the projects.

3. Priorities:

HH read the ADA Handicap requirements.

MPA stated that she would like a list of 3 or 4 projects that need to be completed at Ramsdell be drawn up.

HH suggested that the State Aid that had been earmarked for Ramsdell planning could be used to pay for new plans which could implement more modest plans-to be completed during a phased in timeline.

Paul Ivory, a member of the audience and a member of the local Historical Commission, voiced his support.

KD stated that monies from the Green Energy grant are going to be used to fix windows and that Mason Library will also be using some of the grant money towards the Audit recommendations.

The Trustees will again contact the Town Manager and continue to request a meeting with the Town Manager and Town Accountant regarding Ramsdell's building needs.

B. Disposition of artifacts and antiquities:

HH and KD will continue to research past documents regarding the disposal of donated artifacts and antiques to the Libraries.

C. Historic designation for Ramsdell

Jim Stark, a member of the audience and former Trustee, gave the Trustees the past history of why paperwork was begun for a National Historical Designation on Ramsdell in 2011.

He clarified that it was a National Designation, not a local Historical District designation. It was intended to allow the Trustees to apply for MPPF (Massachusetts Preservation Project Funds) and for any local CPA (Community Preservation Act) funds.

PI then passed out a letter to the Trustees that offered an explanation between the NR designation and the Local Historic District designation.

(MP A left the meeting at 6:28 pm)

Mr. Ivory stated that the local Historical Commission strongly supports the NR designation. He stated that their recommendation is not mandatory for the any eventual approval, that they would be glad to review any proposed plans and make suggestions.

KD stated Noreen, the person that researched and compiled the information for the National Registry designation, has been paid and will be sending her all the related information, report, etc.

After a short discussion as to whether a Motion should be made on the NR designation, it was decided not to because two Trustees were absent and that KD

would like to have time to peruse the packet once it arrives. KD stated that she will be keeping the packet at her office at Mason Library.

Mr. Stark and Mr. Ivory thanked the Trustees for all their efforts.

VI. NEW BUSINESS

A. 2013 Goals:

HH had asked that the Trustees have goals for 2013 presented at this meeting.

HH stated that projects be completed this year. She would like to see more outreach programs to increase the patronage of the Libraries, specifically regarding the early retirees, the senior citizens, the underserved citizens of our community. That these populations and their needs be identified.

That the new microfilm machine, the I pads, and the XBox be promoted to increase their usage.

It was also noted that more people are using the Libraries than ever before.

H B-Shapiro stated that her goal for this year focuses on everyone getting along and that the Libraries have grown (patronage and programs) under KD's stewardship.

KP stated that her goals are to support the Director in the maintenance and upgrading of the library buildings and to volunteer in ways to support the on-going operations of the Library buildings.

B. Centennial party / GB Reads

July 24, 2013 is the 100th anniversary of Mason Library. It was proposed that events celebrating this event be planned. A Chairman will be needed for this. Two weekends were proposed, the July 19th and the weekend of the 26th. H B-S said that she would contact the Chamber of Commerce to see what is already scheduled in town for those weekends. KP and H B-S will begin looking at dates and ideas and present to the Trustees in February.

GB Reads: KD has been approached by Lauren Smith of Fairview Hospital. They have been in discussion as to how they can tie in both Fairview's anniversary and Mason Library. Both entities were funded by the same woman, Mary Mason and both are 100 years old this year.

VI Citizen Speak Time:

RB asked if the Director was familiar with the "Project Management" software and its implication for the library. While KD was familiar with the program, she does not use it in the library. KD and RB will meet at a later date to discuss this.

A member of the audience wanted to acknowledge the helpfulness of the Desk Staff regarding the acquisition of books and materials for her over the past months. Their willingness to assist her was gratifying.

VII. Adjournment: On a motion to adjourn at 7 pm by E. Abrahams, Seconded by H B-Shapiro, the Board voted (4-0) to adjourn at 7:00 pm.

Respectfully submitted,

Kathleen Plungis

