Great Barrington Libraries Board of Trustees October 13, 2016 5:30 PM Mason Library 231 Main Street Great Barrington, MA 01230

- I. Call to Order: Meeting called to order at 5:44 p.m.
 - A. Attendance: Kathy Plungis, Patrick Hollenbeck, Hilda Banks-Shapiro, Lauren Clark, Dana Coleman Absent: Adam Gudeon, Amanda DeGiorgis Audience: None
 - B. Approval of September minutes. Deferred due to a copy of the minutes not being available. The minutes from the September meeting of the Long Range Plan: DC made a MOTION to approve the Long Range Plan minutes. PH 2nd, No discussion, Vote; 5 0
 - C. Trustee Announcements: KP None
- II. Reports:
- A. Director's Report: KP (see attached report). LC made a MOTION to authorize a \$150 donation to the placed in the Eden Kend Memorial Fund and the money to be spent towards a Fairy program to be held at Mason Library in October. DC 2^{nd} , No discussion Vote: 5 0
- B. Treasurer's Report: KP (see attached report)
- C. Friends Report: KP (see attached report). The Trustees thank Ed Abrahams and Holly Hamer (of the Friends) for the time and effort they spent in moving books outside to the front lawn and manning the tables on October 8th and then moving the remaining books back inside! The Trustees would like ideas on how they can generate the amount of monies that 2 other area libraries generate from their respective book sales.
- D. Buildings and Grounds: KP stated that the DPW supervisor will be retiring the end of the month, that an interim director will be in place after that. Joe Sokul has received an updated Maintenance list from KP with a few areas that could be addressed before the cold weather sets in. He has not heard from the Historical Society regarding the long term climate control study they have been doing on the second floor at Ramsdell.

III. Unfinished Business:

A. Ramsdell Subcommittee: K Plungis reported that the letter that she and the Director sent to the Town Manager last month regarding the RFP for Ramsdell Library has not received a formal response.

IV. New Business: None

V. Citizen Speak: None

VI. Adjournment: PH made a MOTION to adjourn at 6:15 pm. LC seconded. Vote: 5-0

Next Trustee meeting: Thursday, November 10, 2016

Respectfully submitted,

Kathlew Plunger

Kathleen Plungis Chairman

Director's report for September 2016

October 13, 2016

Statistics: September

	Total Patrons	Adult programs	Children's programs	Computer use +iPad	Quiet/ study	Meeting room	Items added
Ramsdell	641	4 programs 34 attending	6 programs 36 attending	32 (1 iPad)	0	-	113
Mason	10,057	2 programs 22 attending	9 programs 151 attending	1,335 (307 Kids)	110	19	593

News, Projects and Proposals:

Both the Long Range Plan and the last part of the ARIS report have been filed with the Massachusetts Board of Library Commissioners. I will be sure to share any news I receive with the Board.

Mason:

- September was a struggle, staffing wise. At various points we were down three to
 four staff members due to vacancies, illness, vacation and other unforeseeable
 circumstances. There have been occasions where I have had to close the Children's
 Room at 6pm in order to keep both libraries open. We will hopefully be coming
 back to better staffing numbers but I think this is a topic we will need to address in
 the near future.
- The heating/cooling unit on the top of Mason has a hole, which is causing warm and cool spots throughout the library. Repairs have been initiated but it sounds like the whole roof unit will need to be replaced.
- Banned Books Week was the end of September and Talya put up displays at both libraries highlighting books that have been banned recently as well as a list of all the titles that have been banned over the years.

Ramsdell:

- The Powder Keg Sessions have returned to Ramsdell after the summer break. They are an ever popular women's writing group that meets most Wednesday nights.
- Leslie will be offering Saturday Art Classes for Kids with a focus on past masters (Monet, Picasso, etc.)
- Michelle Kaplan will be returning in October for her Wild Fermentation Classes.
 One will be held at Ramsdell and two at Mason.
- Ellen Swayne, the daughter of Christine Silvernail, delivered the two Ramsdell
 family portraits left to the library in her mother's will. They are currently sitting in
 the back room until I can have them hung by DPW. I am going to re-arrange some of
 the pictures in the Adult Reading Room so they can be together with the photo of
 Theodore.

Staffing:

One of our two new part timers started the end of September. We are still waiting
on the second one. One of our other part timers is still out due to an injury and her
return date is TBD.

❖ Fiscal Matters:

- An additional \$150 was donated for the Eden Kend Memorial Fund. I need a motion to authorize this money to go into the fund and to authorize the Children's Room to spend those funds on the Fairy Program that will be occurring in October.
- The Staff are working on the Wish List for the Friends. I am hoping to have it by this meeting but if not, it will be done by the November meeting.

Sept. 2016 Treasurer's Report

Date Adult End Start	Date Adult LP YA Child Contin Ramsdell LP Start End <	Appropriated.		Mason											6			
baciptions Adult End Start	tions 10/6/2016 \$280,700 \$20,803 \$1,500 \$1,251.40 \$1,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000 \$1,255.43 \$20,000	Count	2000									Ram	sdell			The Street Street	The same of	
tions Start End Start <	Start End Start End <th< th=""><th></th><th>Dale</th><th>Adult</th><th></th><th>4</th><th></th><th>YA</th><th>Chil</th><th>7</th><th>Contin</th><th>-</th><th></th><th></th><th></th><th>-</th><th></th><th></th></th<>		Dale	Adult		4		YA	Chil	7	Contin	-				-		
tions 10/6/2016 \$29,700 \$20,800 \$4,630.94 \$4,640.94 \$4,640	tions 10/6/2016 \$29,70 \$20,80 \$4,630.94 \$1,251.40 \$16,90 \$1,251.40 \$1,000 \$1,251.40 \$1,251.40 \$1,000 \$1,100 \$1,251.40 \$1,000 \$1,100 \$1,251.40 \$1,000 \$1,100 \$1,251.40 \$1,251.40 \$1,000 \$2,100 \$1,244.01 \$1,000 \$1,251.40 \$1,000 \$2,100 \$1,244.01 \$1,000 \$2,500 \$2,100 </th <th></th> <th>おかない できる</th> <th>Start</th> <th>End</th> <th>1000</th> <th>1</th> <th>-</th> <th>+</th> <th>-</th> <th>Contin</th> <th>Kamsdell</th> <th></th> <th>4</th> <th></th> <th></th> <th>Т</th> <th>total snant</th>		おかない できる	Start	End	1000	1	-	+	-	Contin	Kamsdell		4			Т	total snant
tions 10/6/2016 \$29,700 \$26,603.81 \$6,400 \$4,630.94 \$3,375 \$1,251.40 \$16,325 \$10,301.61 \$2,000 \$15,100 \$11,074.79 \$1,500 \$2,500 </td <td>tions 10/6/2016 \$29,700 \$20,603.81 \$6,400 \$4,630.94 \$3,375 \$1,251.40 \$10,381.61 \$2,000 \$15,100 \$11,074.79 \$1,500 \$1,1074.79 \$1,500 \$1,1074.79 \$1,500 \$1,500 \$1,500 \$1,500 \$1,000 \$1,500 \$1,000 \$</td> <td></td> <td></td> <td>1000</td> <td>FIRE</td> <td>Sidil</td> <td>Eug</td> <td></td> <td></td> <td></td> <td>-</td> <td>Chart</td> <td>End</td> <td>L</td> <td> </td> <td></td> <td>1</td> <td>The state of</td>	tions 10/6/2016 \$29,700 \$20,603.81 \$6,400 \$4,630.94 \$3,375 \$1,251.40 \$10,381.61 \$2,000 \$15,100 \$11,074.79 \$1,500 \$1,1074.79 \$1,500 \$1,1074.79 \$1,500 \$1,500 \$1,500 \$1,500 \$1,000 \$1,500 \$1,000 \$			1000	FIRE	Sidil	Eug				-	Chart	End	L			1	The state of
sirs 10/6/2016 \$41.00 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$2,500 \$25,599 64 \$7.500 sirs 10/6/2016 \$1,251 \$1,500 \$1,540 \$1,500 \$1,500 \$1,540 \$1,500 \$1,500 \$1,500 \$2,133.6 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,500 \$2,5	airs 10/6/2016 \$1,516 \$1,5140 \$16,925 \$10,000 \$15,100 \$11,074.79 \$1,500 \$1,916.83.99 \$2,500 \$1,5140 \$15,100 \$1,000 \$1,107.77 \$1,000 \$1,107.77 \$1,000 \$1,100 \$2,500 \$1,315.00 \$1,315.00 \$1,315.00 \$1,315.00 \$1,315.00 \$1,315.00 \$2,000	ks/Subscriptions	10/6/2016	829 700	\$20 802 84	CG Ann	A C 00 0 4	40 000			T	Stall	_1		End			
10/6/2016 \$410 \$133.00 \$55,500 \$1,500 \$5,934.99 \$7,800 \$2,934.99 \$7,800 \$6,83.00 \$6,833.00 \$1,500 \$2,131.70 \$2,000 \$1,500 \$1,500 \$2,131.70 \$2,000 \$2,131.70 \$2,000 \$2,131.70 \$2,000 \$2,131.70 \$2,000 \$2,131.70 \$2,000 \$2,131.70 \$2,000 \$2,131.70	10/6/2016 \$410 \$133.00 \$55,500 \$1,500 \$55,934.99 \$76,000 \$1,315.00 \$1,315.00 \$1,315.00 \$2,000 \$1,315.00 \$2,000 \$1,315.00 \$2,000 \$1,315.00 \$2,000 \$2,313.00		2001/2/		000000	20400	46.000.46	33,375 31,25	1 40 816 9	25 810 391	*	\$15 100	÷	44 man 64	200			
sirs 10/6/2016 \$1,255 \$685.00 \$1,944.01 \$7,000 \$1,255 \$2,000 \$1,944.01 \$7,000 \$5,934.99 \$8,000 \$6,083.09 \$2,000 \$1,315.00 \$2,800 \$2,000 \$2,315.00 \$2,800 \$2,800 \$2,000 \$2,800	sirs 10/6/2016 \$1,255 \$685.00 \$1,944.01 \$7,000 \$5,934.99 \$745 \$745 \$2,000 \$1,315.00 \$1,315.00 \$1,315.00 \$2,800 \$6,083.09 \$2,000 \$1,315.00 \$2,800	S	10/6/2016	\$410							П	2007/27	3	e nnc'te	187.88	\$75,000	\$55,599.64	\$23,649.57
10/6/2016 \$1,255 \$685.00 \$2,000 \$1,344.01 \$7,000 \$5,934.99 \$8,000 \$6,033.09 \$34,000 \$5,335.00 \$1,313.00 \$1,315.00 \$1,313	10/6/2016 \$1,255 \$688.00 \$2,000 \$1,352 \$2,000 \$1,340 \$1,350										NAME OF TAXABLE					0000		
10/6/2016 \$1,500 \$1,252 \$2,000 \$1,944.01 \$7,000 \$5,934.99 \$8,000 \$6,083.09 \$34,000 \$2,8856.48 \$7 35 10/6/2016 \$6,300 \$4,671.95 \$1,000 \$1,500 \$2,500 \$2,113.76 \$9,800 \$7,805.36 \$2,800 \$7,805.36 \$3,800 \$7,805.36 \$3,800 \$7,805.36 \$3,800 \$7,805.36 \$3,800 \$7,805.36 \$3,800 \$7,805.36 \$3,800 \$7,805.36 \$3,800 \$2,800	10/6/2016 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$1,500 \$2,934.99 \$8,000 \$6,033.09 \$34,000 \$2,836.48 \$7,900 \$2,836.48 \$7,900 \$2,800 \$2,500 \$2,800	prinent Repairs	10/6/2016	\$1,255		D 6 2 2 5 2										2410	\$133.00	\$277.00
10/6/2016 \$1,500 \$1,500 \$1,255 43 \$1,000 \$2,500 \$1,944.01 \$7,000 \$5,934.99 \$8,000 \$6,083.09 \$34,000 \$2,500 \$2,500 \$2,133.76 \$34,000 \$2,500 \$2,133.76 \$34,000 \$3,505.36 \$3 10/6/2016 \$1,500 \$1,500 \$1,255.43 \$500 \$450.93 \$3,500 \$2,557.13 \$3 10/6/2016 \$1,500 \$1,500 \$1,000 \$931.36 \$2,500 <td>10/6/2016 \$1,500 \$1,944.01 \$7,000 \$5,934.99 \$8,000 \$6,033.09 \$34,000 \$2,885.48 \$7,000 35 10/6/2016 \$6,300 \$4,671.95 \$1,944.01 \$1,000 \$2,500 \$2,113.76 \$34,000 \$28,866.48 \$7 35 10/6/2016 \$800 \$750.77 \$100 \$1,255.43 \$600 \$450.93 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$2,557</td> <td>Drine</td> <td>10,00,00</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>5745</td> <td></td> <td>THE RESERVE AND ADDRESS OF THE PERSON NAMED AND ADDRESS OF THE</td> <td></td> <td>5000</td> <td>64 345 00</td> <td></td>	10/6/2016 \$1,500 \$1,944.01 \$7,000 \$5,934.99 \$8,000 \$6,033.09 \$34,000 \$2,885.48 \$7,000 35 10/6/2016 \$6,300 \$4,671.95 \$1,944.01 \$1,000 \$2,500 \$2,113.76 \$34,000 \$28,866.48 \$7 35 10/6/2016 \$800 \$750.77 \$100 \$1,255.43 \$600 \$450.93 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$2,557	Drine	10,00,00									5745		THE RESERVE AND ADDRESS OF THE PERSON NAMED AND ADDRESS OF THE		5000	64 345 00	
10/6/2016 \$6,030.0 \$4,671.95 \$2,000 \$1,000 \$6,033.09 \$34,000 \$28,856.48 \$7 35 10/6/2016 \$6,000 \$4,671.95 \$1,000 \$2,500 \$2,113.76 \$9,800 \$7,505.36 \$3,800 \$7,507.36 \$7,507.36 \$2,113.76 \$9,800 \$7,507.36 \$3,800 \$7,507.36 \$2,507.13	10/6/2016 \$6,330 \$4,671.95 \$20,000 \$1,500 \$6,033.09 \$34,000 \$28,856.48 \$7 35 10/6/2016 \$1,500 \$1,500 \$1,255.43 \$1,000 \$2,1500 \$2,1500 \$2,557.13 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$3,500 \$2,557.13 \$3,500 \$2,557.13 \$3,500 \$2,557.13 \$3,557	-רוווו	10/6/2016	\$17,000	517 357 701	F-6007-60		62 000 61 00	-							24,000	51,315,00	2585,00
10/6/2016 \$6,300 \$4,671.95 \$34,000 \$2,500 \$2,113.76 \$34,000 \$2,55.36 \$3 10/6/2016 \$1,500 \$1,500 \$1,255.43 \$600 \$450.93 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$3,500 \$2,557.13 \$3,500 \$2,557.13 \$3,500 \$2,557.13 \$3,500 \$2,557.13 \$3,500 \$3,550 \$3,5	10/6/2016 \$6,300 \$4,671.95 \$34,000 \$2,500 \$2,500 \$2,113.76 \$34,000 \$2,553.856.48 \$7 35 10/6/2016 \$800 \$750.77 \$1,000 \$1,255.43 \$600 \$450.93 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$3,000 \$2,557.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 \$2,500 \$2,500 \$2,537.13 \$2,500 \$2,537.13 \$2,500 <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td>72,000 31,34</td><td>•</td><td>001 55,934</td><td>166</td><td>28 000</td><td>CE 082 00!</td><td></td><td></td><td></td><td></td><td></td></t<>							72,000 31,34	•	001 55,934	166	28 000	CE 082 00!					
biles 10/6/2016 \$1,500 \$2,500 \$2,133.76 \$9,800 10/6/2016 \$1,500 \$1,255.43 \$600 \$450.93 \$3,000 10/6/2016 \$1,500 \$1,000 \$931.36 \$2,500	siles 10/6/2016 \$1,500 \$2,500 \$2,13.76 \$9,800 10/6/2016 \$1,500 \$1,255.43 \$600 \$450.93 \$3,000 10/6/2016 \$1,500 \$31.30 \$31.30 \$32,500	e supplies	10/6/2016	\$6 300	-	THE RESERVE OF THE PARTY OF THE	100 To 10					1	20000			\$34,000;	84.958,826	57,685,71
2016s \$1006/2016 \$800 \$750.77 \$100 \$1,500 \$1,500 \$450.93 \$5,500 10/6/2016 \$1,500 \$31,500 \$931.36 \$2,500	0iles 10/6/2016 \$800 \$750.77 \$100 \$1,500 \$1,255.43 \$500 \$450.93 \$3,000 10/6/2016 \$1,500 \$1,500 \$1,000 \$931.36 \$2,500					STATE		A STATE OF THE PARTY OF THE PAR	2000年度		\$1000	Ğ	47 112 76		The state of the s	ŧ.	-	
10/6/2016 \$1,500 \$1,255.43 \$600 \$450.93 \$3,000 \$1,000 \$931.36 \$2,500	10/6/2016 \$1,500 \$1,500 \$1,000 \$93136 \$5,500 \$5,500	ram Supplies	10/6/2016	CROOL	C7 0272	A STATE OF THE STA		4000			4	1	24,443.10				\$7,965,36	52,466.86
10/6/2016 \$1,500 \$931.36 \$2,500	10/6/2016 \$1,500 \$31.30 \$31,000 \$331.36 \$2,500		22/1/	2000	11.00.00	THE REAL PROPERTY.		PIDOIS	51.5	00 51.255	431	CEOO	EAEA Ga			•		-
\$1,000 \$93136 \$2,500	\$2,500 \$931.36 \$2,500	er/Sewer	10/6/2016	\$1 500	71 5 3 3 3 5 5 1 1 1 1 1 1 1 1 1 1 1 1 1						-	2000	5420.32			\$3,000	52,557.13	5442.87
52,500	\$2,500		0.00 /0 /00	DOC!TA				の日本の社会の大学は他	S. C. Shares			\$1,000	201120			1		-
											-	חחחידה	OC TOO			\$2,500!	52,431,36	\$58.64

Non-Appropriated in-Library	brary	Balance	
Account	Date	Mason	Ramsdell
Out of State Fees	10/6/2016	\$50.00	\$0.00
Copier Fees	10/6/2016	10/6/2016 \$1.162.60	\$67.95
Fines	10/6/2016	\$3.839.61	\$206.26
Donations	10/6/2016	10/6/2016 \$12.744.01 \$12.586 20	\$12 586 20

Non-Appropriated Trusts		
Account	Date	Balance
Mason Trust	10/6/2016	\$165.37
Ramsdell Trust	10/6/2016	\$2,548.93
Chesanow	10/6/2016	\$606.07
Wheeler	10/6/2016	\$273.40
Hollenbeck	10/6/2016	\$139.74
Dewey	10/6/2016	\$169.42
McKinley	10/6/2016	127
Smith	10/6/2016	\$1,197.99
Ramsdell Improvements	10/6/2016	

Capitol Accounts	Date	Balance
M Capitol Donations	10/6/2016	\$1,739.06
R Capitol Donations	10/6/2016	\$5,118.00

State Aid	Date	Bala	Balance
Account		Start	Current
Mason Adult	10/6/2016	\$700.00	\$310.00
Mason Children's	10/6/2016	\$2,300.00	\$273.00
Ramsdell	10/6/2016		\$1,275.00
Other	10/6/2016	\$500.00	\$380.00
Total Allotted		\$5,000.00	S
Total in Account		\$37,750.88	
Total Available after allocation	ocation		\$35.512.88

The Court of the C	Date	palance
Mason Trust	10/6/2016	\$165.37
Ramsdell Trust	10/6/2016	\$2,548.93
Chesanow	10/6/2016	\$606.07
Wheeler	10/6/2016	\$273.40
Hollenbeck	10/6/2016	\$139.74
Jewey	10/6/2016	\$169.42
McKinley	10/6/2016	\$4,281.71
Smith	10/6/2016	
Ramsdell Improvements	10/6/2016	1_
Capitol Accounts	Date	Balance
M Capitol Donations	10/6/2016	\$1,739.06
Capitol Donations	2106/3/01	

The Friends Lynd Od. 13, 2016

Film Here Come The Videofreex shown at The Claire Teague Senior Center drew 40 participants, more than twice what we usually get to a documentary screening. After the film there was a lively discussion about news media and 60s counter culture. Thank you to library staff for helping us promote the event. We plugged upcoming library events by announcement and with the handout prepared by library staff. That worked well and a similar handout for next month would be great.

The First Saturday film for November will be Outermost Radio and is being co-hosted with local radio station WBCR-LP and is scheduled for November 5th. It will involve a panel discussion after the film.

The Massive Book Giveaway on October 8th had perfect weather and drew three times as many browsers as last year's event; approximately 2,000 items were taken and people loved it.

We have been receiving very large donations several times a month which involve pick-up service and daily work to keep up with sorting. The librarians have agreed to pass on contact information from large donors to the Friend's so carloads are not dumped in the library and Friends can be available to receive donations.

Ed Abrahams