

Great Barrington Libraries Board of Trustees
Nov. 15, 2012
5:30 P.M.
Mason Library

I CALL TO ORDER

Meeting called to order by Holly Hamer at 5:33 P.M.

A. Attendance - PRESENT: HOLLY HAMER
MARY PAT AKERS
HILDA BANKS SHAPIRO
KATHY PLUNGIS
Kate Deviny - Director

LATE: EMILY SHAW 5:45 pm
ED ABRAHAMS 6:04 pm

B. Approval of minutes from October, 2012 meeting. There were two corrections. Statements were read and corrected.

MOTION TO ACCEPT: MP Akers

SECOND: H B-Shapiro

VOTE: 4-0

C. Trustees' Announcements -

HH: The Gt. Barrington Garden Club agreed to maintain the Children's Garden that has been planted behind the Mason Library. They would like a copy of the Master Plan so as to properly maintain the garden.

HH will provide it.

-The Friends Book Sale will be December 1st. Trustees will be needed to help set up the tables, put out books, etc. There will also be a bake sale and baked items will be needed. (Friday to set up, Saturday to assist with the sale, Sunday to take down the tables and pack up the books, etc.)

II. REPORT OF OFFICERS, BOARDS, AND STANDING COMMITTEES

A. Director's Report: K. Deviny, see attached report.

-It should be noted that Ramsdell Library is seeing an increase in attendance.

-An Antiques dealer will make an offer on the lighting fixtures that are stored in the basement.

The wooden joined chairs in the basement will be taken by the DPW.

There are still books to be boxed up.

The small back room will be cleaned out. The crafts supply boxes will be moved to the basement so that the room can be set up for public use (meetings, tutoring, etc.)

-Suggestions were given by Trustees and the Director as to the rearranging of furniture to make rooms at Ramsdell more inviting for the patrons.

-The Director proposed that the Trustees approve the purchase of outdoor Bliss lights to be placed on both sides of the sidewalk to further illuminate the sidewalk at night. It was proposed that they extend 1/2 way down each side.

A discussion ensued as to the possibility of light pollution, comments from the neighbors, any rules regarding the Historical District guidelines. It was noted that the lights could be there for safety for patrons walking into the library during evening programs.

-This proposal was tabled till next month.

-Discussion centered on the purchase of an Ergonomic chair and keyboard for an employee. Discussion ensued as to where the money would come from to pay for this. It was decided that it should not come out of the LaMudge Fund.

HH will meet with KD to determine which town line item the chair and keyboard will come from.

-KD then asked to purchase two Bean Bag chairs for Ramsdell and an upholstered adult chair and two additional side chairs for Ramsdell.

HH made a motion to approve monies for the three chairs.

H B-S seconded the motion.

There was a discussion.

Vote: 6-0

HH made a motion for the purchase of the Bean Bag chairs.

ES seconded the motion.

Discussion.

Vote: 6-0

-A discussion ensued as to whether a coffee table, a round table would be best for Ramsdell.

-KD would like to have lights repositioned or purchased so that the computers will be better illuminated at Mason.

-A discussion ensued as to the lamps on the round tables at Mason are too short.

An antique lighting dealer will be asked as to the modifications that could be made to them to make them taller. The lights need to be updated with energy efficient bulbs.

-The next discussion centered on the type of future programs that could be offered at the libraries. Cultural food seminars was a suggestion.

KD was complimented on the number and variety of programs that have been implemented at the libraries.

A Trustee will speak to the Berkshire Record regarding more publicity.

KD stated that the Young Adult new shelving will cost \$1,371.00. The booked shelving cost will come from the the general library budget.

-It was confirmed by KD that \$121,00 is still left in the library budget.

-KD passed out copies of the current "Happenings" page that lists the dates, times of upcoming programs (see attached copy).

-KD stated that the Annual Report is being drawn up.

-KD noted that the Berkshire Legislators will be at Mason Library on Jan. 25th at 8 am for a breakfast. The food will be provided by caterers of the library's choosing

and they will be paid for by the Legislators.
-KD asked for names of various local caterers.

b. Treasurer's Report - E Shaw: None

c. Friends Report -HH gave the report for an absent R. Blumenthal. The film, "We Still Live Here" had 35 attendees. The next film will be Nov. 21st and another on Dec. 6th. The Book Sale is Dec. 1st.

d. Buildings & Grounds - H. Hamer: It was noted earlier that the Gt. Barrington Garden Club will maintain the Children's garden.

e. Volunteer Report: E Shaw: Posters are now up and stating how people can help in the libraries. ES and KD will meet at a later date to determine an Open House date for prospective volunteers to learn more about how they can help.

-KD has applicants and she noted that they need to fill out a CORI form. Spreadsheets are being developed to show when and where volunteers are being used.

-KD is asking that the Trustees step forward to contact the volunteers and ask how they are doing pertaining to their volunteer positions.

-It was suggested that volunteer opportunity fliers be handed out at the films and other events.

f. Web Design: E Abrahams: He has met with a Web Designer and along with the Asst. Librarian, they presented their ideas and goals to the Designer. A design is now being worked on and there is a home page template. It was noted that a calendar site and a catalogue site will be added. EA is also aware of a friend that can provide technical assistance with this project.

-KD suggested that any mention of events be made "to pop" so that they stand out immediately when people visit the site.

III UNFINISHED BUSINESS

a. The sculpture that Mr. and Mrs. Hickey are offering to donate to the libraries was discussed. It was decided to decline the offer.

-The donation of the Hickey Art books has been accepted and it was decided that they will be housed at Ramsdell Library.

-The books will need to be inventoried and catalogued. At that time it will be decided what to keep and display.

-A goal for Ramsdell is to make it stand out and a destination for Art enthusiasts and researchers, etc.

-A citation thanking the Hickeys for their most generous donation will be presented at a future Selectmen's meeting.

-It was stated that the basement of Ramsdell Library is in the process of being cleaned up, books boxed up, etc.

b. Policies: HH will meet with KD for the final draft of various policies.

c. Ramsdell Priorities / Funding: KD stated that a previous report stated that over two million dollars will be needed to renovate Ramsdell.

-A discussion ensued as to the lack of accessibility for the handicapped and the bathroom does not meet ADA regulations. There will also be a need for adequate parking for the handicapped.

-Discussion continued as to the cost and the need for an elevator, especially up to the third floor.

-A discussion ensued as to the passageways leading to the third floor, the front staircase and the back staircase. It was brought up that Federal law states that all public buildings need to be accessible to all.

-A Trustee asked about the timetable for the funding cycle. KD stated that it is due in the spring.

-HH discussed state regulations if we take state monies and that ADA compliances must be followed.

-Self financing was discussed and whether the Ramsdell would be eligible for the recently passed CPA (Community preservation Assistance) money, whether there are historical grants.

-It was suggested that A. Just's (previous Librarian) plans be reread.

-It was discussed that an elevator would need to access all three floors and the basement.

-The bathroom situation and the heating system will need to be considered.

IV NEW BUSINESS

a. Budget Review: KD submitted the first draft of the upcoming year's budget. KP made a motion to accept the first draft of the budget.

MP A seconded the motion.

There was no discussion.

Vote: 6-0

b. The Adult and Senior Programming and c. Centennial Party items were tabled due to the lateness of the evening.

V. Citizen Speak time: None

VI Adjournment: On a motion by E Shaw to adjourn

Seconded by HH, the Board voted to adjourn at 7:28 pm.

Vote: 6-0

Respectfully submitted,

Kathleen Plungis

Recording Secretary

