

Great Barrington Libraries Board of Trustees  
December 10, 2015  
5:30 PM  
Mason Library  
231 Main Street  
Great Barrington, MA 01230

I. Call to Order: Meeting called to order at 5:33 p.m.

- A. Attendance: Kathy Plungis, Patrick Hollenbeck, Hilda Banks-Shapiro, Ed Abrahams, Adam Gudeon  
Jessica Magelaner, Asst. Director, Amanda DeGeorgis, Director Audience: 0
- B. Approval of November 12<sup>th</sup> minutes : A. Gudeon motion to approve minutes, H. B-Shapiro second, Vote 5-0
- C. Approval of November 24<sup>th</sup> special meeting minutes: A. Gudeon motion to approve minutes, H. B-Shapiro second, Vote 5 - 0

C. Trustee Announcements: K. Plungis – Welcome back Amanda, returning from her maternity leave. A farewell to Jessica who is leaving the library after 4 ½ years of dedicated service to our town. She has been appointed a library Director elsewhere.

Regarding Sunday hours at Ramsdell Library, the Selectboard will discuss the matter at their Dec. 14<sup>th</sup> meeting.

K. Plungis stated that a few wooden chairs are in poor condition at Ramsdell. She asked that a total of 8 wooden chairs be purchased for the large tables at Ramsdell.

Motion: K. Plungis made a motion that 8 eight wooden chairs be purchased for two large tables at Ramsdell Library with the funds coming from the Ramsdell Donations account. H. B-Shapiro seconded. Discussion: That the same company that was used to purchase the chairs for Mason be used, that the librarians match up the color to the current tables. Vote: 5 - 0

II. Reports of Officers, Boards, and Standing Committees

A. Director's Report – A. DeGeorgis: (see attached report) In response to a question from last month's meeting, the Asst. Director stated that if a curator is found to run the art shows, he/she may apply for a senior real estate tax abatement (if they are a resident of Gt. Barrington, Housatonic and meet the guidelines for the program and are approved by the Selectboard).

Regarding software for high speed internet at Mason Library: a discussion ensued about what would be best for Mason. The provider that would enable the library to receive the 35 x 5 would be best, running about \$2,400 a year.

Motion: K. Plungis made a motion that the Mason Library switch to the 35x5 high speed internet.

E. Abrahams seconded. Discussion: The Director would inquire whether the money would come out of the town's technology budget or the library's budget. It was asked if the same could be put at Ramsdell Library. It was stated that there is little traffic at Ramsdell to warrant it.

Vote: 5 - 0

B. Treasurer's Report – E. Abrahams- None

C. Friends' Report: None however a question was asked about publicity for library events. The Director stated that Mail Chimp is used for sending out publicity. After a question about how to solicit

for patron emails, the Director stated that there are sign-up sheets on the circulation desks. The Director was then asked to make sure all librarians are asking new patrons for their email addresses.

D. Buildings & Grounds Report – K. Plungis reported that the Ramsdell furnace had broken the previous week and the building needed to be closed for a couple of days due to lack of heat. The DPW was prompt with the repair.

The DPW will again be asked regarding the sealing of the Ramsdell outside wooden doors. A Trustee asked that a maintenance list for Ramsdell be updated by the Library Chairman.

### III. Unfinished Business

A. Ramsdell mural update – A. Gudeon stated the mural file needs work before being sent to the printer. He stated that it will come in panels, not one complete piece.

IV. New Business: None

V. Citizen Speak: None

VI. Adjournment: E. Abrahams motion to adjourn at 5:58 p.m., P. Hollenbeck seconded, Vote 5 - 0

Respectfully submitted,



Kathleen Plungis  
Chairman

Statistics: October

	Total Patrons	Adult programs	Children's programs	Computer use +iPad	Quiet/ study	Meeting room	Items added
Ramsdell	514	8 programs 53 attending	4 programs 24 attending	29 (0 iPad)	0	-	104
Mason	7129	6 programs 27 attending	16 programs 252 attending	1012 (317 kids)			394

News, Projects and Proposals:

❖ **November Events:**

- Our Local Voices program started up again on Monday, November 2, with readings from local poet David Jaicks.
- We had the first film screening for the new International Solidarity Film Series, *American Revolutionary: The Evolution of Grace Lee Boggs* at Ramsdell on Wednesday, November 4, with 9 attendees.
- We had two workshops on the 4<sup>th</sup> and 7<sup>th</sup> to make decorations for our tree for the Berkshire Museum Festival of Trees. The theme this year is “Westward Ho Ho Ho”, and our tree’s theme is “Reading at the Rodeo.”
- We hosted a barter market, led by Michelle Kaplan, at Mason on Saturday, November 21.

❖ **Mason:**

- Plans were made to update the adult Internet computers with solid-state drives and Deep Freeze software. The new drives and software should speed up the computers’ performance, and eliminate many of the issues we’ve had with the Clean Slate software. (To date, the new drives and software have been installed in two computers, resulting in a marked improvement in start-up speed and computer responsiveness.)
- Staff at Mason library had several escalating altercations with a patron. This patron’s personal possessions have been removed from the library grounds after being abandoned overnight, as per his No Trespass order from the town, and the patron himself has caused numerous disturbances in the library. Staff have been advised by the Town Manager to alert the police of any further disturbances.
- The Town accountant needs to know if we want to request an increase in our budget for high-speed Internet. (See attached sheet for recommendations from her and John Shannon, our IT specialist.)

❖ **Ramsdell:**

- Discussion of Sunday hours at Ramsdell continues. Library staff were offered hours on Sunday with the understanding that no staff member would be forced to work Sundays if they declined. All staff have declined. The town is now seeking volunteers to open and

monitor the library on Sundays. Staff have also requested clarification on the pilot, and what it will entail. They would like to know what factors, such as attendance, patron feedback, staff feedback, long-term sustainability, long-term expense, and patron demographic, will factor into determining whether or not the pilot was successful.

❖ **Staffing:**

- Amanda returned from maternity leave on November 30, and staff are all very happy to have her back.
- Jessica has submitted her official resignation with the Town to pursue a new career as the director of the Wheeler Memorial Library in Orange. Her last day with the Great Barrington Libraries will be January 6, 2016.

Hi!