

**GREAT BARRINGTON LIBRARIES**  
231 Main St.  
Great Barrington, Ma. 01230

**Great Barrington Libraries' Board of Trustees**  
February 9, 2012  
5:30 P.M.  
Mason Library

**PRESENT: KARIN BEEBE – not present**  
**TOM BLAUVELT**  
**RONNIE CUNNINGHAM**  
**HOLLY HAMER**  
**HILDA BANKS SHAPIRO**  
**JIM STARK**

**Kate Deviny – Director**

**1. Call to Order**

Meeting called to order by Ronnie Cunningham at 5:30 P.M.

Holly Hamer said that Karin Beebe had asked her at the previous trustees meeting to run this meeting, as Ronnie Cunningham had run the previous meeting.

Holly Hamer called the meeting to order at 5:32 P.M.

A. Attendance – Karin Beebe was not present.

B. Approval of minutes from the January meeting

**MOTION:** Tom Blauvelt to accept the January minutes as amended

**SECOND:** Ronnie Cunningham

**VOTE:** 5-0

**2. Report of Officers, Boards and Standing Committees**

a. Director's Report – Kate Deviny gave a full report of updates. She said that February 11 will be Valentine craft day and on February 14<sup>th</sup> cookies will be handed out to patrons.

Kate asked the trustees to bake cookies for this day.

Kate said that she is continuing to work on expanding the independent book collection. Publicity is still a challenge as only 7 people showed up for the concert at Ramsdell.

Spanish classes are being added at Ramsdell, as well as, teen workshops.

Kate said that she would like to standardize the processing, call numbers, and other procedures between Mason and Ramsdell Libraries.

Kate said that she purchased a cash register for Mason Library and requested people counters that would cost \$ 1167 for 3 counters. This will ensure accurate statistics of how many people use the building.

- b. Treasurer's Report – Holly Hamer said that she has received an accounting of non-appropriated funds which is close to the amount it was last month. She reported that some E. Wheeler money has been used for furniture at Ramsdell.

- c. Friends Report – Ron Blumenthal (not present)

Holly Hamer reported that Ron Blumenthal will be teaching Jessica and Katie an easy way to print a broad sheet monthly for the counter and on-line. They will also look at creating a new web-site.

Holly said that a water cooler was purchased by Friends for both libraries.

She said that all the electronics that were ordered for the Ramsdell Library have arrived except the screen.

Holly expressed concern that donations have decreased between 2009 and now, however, fines have increased. She asked that the Trustees re-visit the fine structure.

Kate Deviny responded that people have been easy going about paying fines.

- d. Long Range Planning Committee – Tom Blauvelt

Tom Blauvelt reported that the initial session was great. They began with a plan that Anne Just had put together and was approved by the State. Tom said that there are 5 major goals: Broaden base through community partnerships, broaden public access to technology, lifelong learning, universal accessibility, and improve outreach.

Holly Hamer asked about the need for Ramsdell Library to be ADA accessible, which is not in the plan.

Kate Deviny replied that this should be in the plan but she will have to determine where it will go.

- e. Building and Grounds Committee – Holly Hamer

Trees that were damaged by children between Mason Library and Ed Abrams house will be replaced. The families of the children responsible were contacted to pay restitution.

Kate Deviny said that it was \$11,000 worth of trees.

Holly Hamer asked the Trustees to accept a policy to “green” the library.

Tom Blauvelt said that he would like to have the air tested.

There was discussion among the trustees about ways to make the library “green.”

**MOTION:** Holly Hamer that the libraries adopt a “green” policy for the buildings.

**SECOND:** Hilda Banks Shapiro

**VOTE:** 5-0

### 3. Unfinished Business

- a. Computer Purchase Status – Kate Deviny, Holly Hamer

Kate Deviny presented options for adding more computers to Mason Library and replacing those at Ramsdell with laptops.

There was lengthy discussion among the trustees regarding computer choices for each library.

Holly Hamer asked the trustees for their support in buying I-pads for both libraries.

Kate Deviny presented the revised computer and wireless use policy.

Tom Blauvelt suggested that the document be run by Town Counsel.

**MOTION:** Ronnie Cunningham to accept the Great Barrington Libraries computer, WIFI use and access policies and procedures.

**SECOND:** Hilda Banks Shapiro

**VOTE:** 5-0

b. Ramsdell Hours – Kate Deviny announced that Ramsdell library will now be closed on Mondays and their Saturday hours will be extended.

This change was based on staffing and the use of the library.

The hours are now: 12 – 6 on Tues., Thurs., and Fri., 12-8:30 on Wed. and 10-5 on Sat.

The amount of hours will now be 33.5 reduced from 35.

**MOTION:** Ronnie Cunningham to change the Ramsdell hours from 35 hours to 33.5 hours as delineated by Kate Deviny.

**SECOND:** Tom Blauvelt

**VOTE:** 4-0-1 Jim Stark abstains

**MOTION:** Jim Stark to open Ramsdell Library, on a trial basis, starting next November through March from 1-5 on Sunday.

**SECOND:** Tom Blauvelt

**VOTE:** 1-3-1 Tom Blauvelt, Holly Hamer, Ronnie Cunningham against; Hilda Banks Shapiro abstains

c. Centennial read- Kate Deviny

Kate Deviny spoke about the plans for the Centennial read. She said that leaders are still needed for each discussion.

d. Ramsdell ADA Renovation Grant – Kate Deviny will do more research on this grant.

e. Performer Contract – Kate Deviny created a ‘performer contract’ to be used for any event that may require it. She presented it to the Trustees and said that it may need to be presented to Town Counsel.

**MOTION:** Ronnie Cunningham to accept the Great Barrington Libraries Performer Contract

**SECOND:** Hilda Banks Shapiro

**VOTE:** 5-0

#### 4. New Business:

Mason Reconfiguration – Kate Deviny

Kate Deviny presented the new space / reconfiguration of Mason Library.

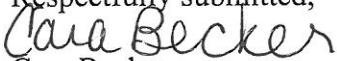
**MOTION:** Ronnie Cunningham to purchase people counters for Mason Library, not to exceed \$2000 from State Aid.

**SECOND:** Tom Blauvelt

**VOTE: 5-0**

5. Citizen Speak Time: None
6. Adjournment: On a motion by Tom Blauvelt, seconded by Ronnie Cunningham, the Board adjourned their meeting at 7:53 PM.

Respectfully submitted,



Cara Becker

Recording Secretary