

**Goodwin Library Trustees
Meeting Minutes
February 5, 2013**

Present:

Jane Babcock, Library Director
Beth Brown
Alison Donta-Venman
Jo-Ann Konieczny, Co-chair
Noel Kurtz
Susan Sheridan

Meeting called to order: 6:59PM

Minutes from January 8, 2013 approved with minor revisions.

Directors' Report/Preservation Grant Update: Tesco coming on February 13th with their redesign. Oil usage seems high; 117 gallons in 12 days used. Front door opener has been sticking and is being fixed. Jane followed up with Tim regarding the certificate of occupancy which is expired. She asked him if we would have to close if we didn't have the certificate. He said it wasn't an issue. Trustees agreed to follow up with a letter to Tim if we still didn't have the certificate by the date of our next meeting (March 5th).

Second Floor Update: The Historical Society is moving out more things than we had anticipated. Those moving things out want the library to have the space and so they are working with the Historical Commission to have some of the things evaluated. Some members of the Society have mentioned that they are looking forward to working with the Library at the Historical Summit. Since so much is being moved out of the second floor, Jane has stopped moving things up there to avoid adding any confusion to the comings-and-goings; the Trustees agree that this is the right way to proceed at this point. Caryn and Jo-Ann are going to meet with a few members of the Society to see if everyone can work together to see how things are going. Andy Klepacki is asking again about the items in North Hadley Hall. Jo-Ann has let him know that the second floor is currently in transition but she feels as if we need to move those things sooner rather than later.

Library Space Re-configuration status: We have a main floor drawing from Tesco. They are coming back to do a detailed drawing for the second floor. The Board of Library Commissioners were very supportive of a space plan and wondered if we were applying for a planning and design grant. They will be announcing in the fall if there is going to be another round of those grants and we are on the list of libraries to be told when the announcement is made. Jane asked about the issue of accessibility and the fact that the second floor is not accessible. They encouraged us not to worry about the accessibility issue but to continue to work toward a solution.

CPA Update: Caryn and Noel went to the CPA to give the yearly update; they were fine with how all the CPA funds are being managed.

Budget Update: Jane has submitted the budget as a level services budget.

Trustee Role in Summer Reading Program/Meeting date: Luna and Patrick has come up with a number of ideas. Jane would like Jo-Ann and Caryn to meet with them once to see how they might be able to help.

In other programming news, we got the grant for the Wolfree programs for a Native American program from the library next fall. It is a \$300 grant from the Cultural Council.

Annual Town Report: Jo-Ann will email the draft Annual Town report to everyone. If there are any suggested changes, please email them back to Jo-Ann directly. Jane is still working on her report and is incorporating the new charts she can now pull as part of the CMARS reports.

Five Year Plan Update/Committee Membership: Jo-Ann will ask Sharon to see if someone from the Friends will be willing to serve on this committee. It should probably be 2-3 meetings sometime between now and the end of the summer.

Ken Beretska's Native American Collection: His family has a small private collection and is interested in displaying it at the library. Noel and Caryn let him know that since we are in transition, we cannot take the display right now but would be happy to display it when the library is ready to receive it in the future.

New Business: The Hadley Historical Summit will be held at the Library on Friday 19, 2013 1-3PM. Jane will be sending a more broad invitation to the Historical Society and the Historical Commission, the First Church, the Farm Museum, Porter-Phelps, the Select Board, and the Town Clerk. Space is limited.

Action Plan: Follow up on the Certificate of Occupancy by the next meeting unless there has been any movement on that front. Jane recommends that all the Trustees read Volume 27 Issue 1 of Municipal Advocate; the entire issue is devoted to libraries.

Next meeting: March 5, 2013, 7PM, Goodwin

Meeting adjourned: 7:54 PM

Minutes respectfully submitted for approval,
Alison Donta-Venman
Secretary of the Trustees

Votes

None