

final

**Goodwin Library Trustees
Meeting Minutes
April 11, 2017**

Present:

Jo-Ann Konieczny, Chair
Alison Donta-Venman
Caryn Perley
Maureen Devine
Alan Weinberg
Patrick Borezo, Library Director

Meeting called to order: 7:03 pm.

Minutes: Minutes of the Trustee meetings of January 10, 2017 and February 27, 2017 were approved unanimously.

Capital Campaign: Following discussion of some concerns about the role and responsibility of the fundraising consultant for the Capital Campaign, the Trustees agreed that Joanne and Patrick will meet with the consultant to clarify expectations and strategy going forward.

Trustees and Patrick met with the Hadley Historical Commission (HHC) on March 28th to discuss the 2/8/17 letter from the Mass. Historical Commission (MHC) regarding demolition and use of the Hooker School site for a new library. The MHC letter finds that demolition of the Hooker School would result in an adverse effect on Hadley's historic district and advises an effort be made to explore alternatives that would eliminate, minimize or mitigate such effect. It is understood that this could include compiling documentation of the history of the school building in the event that demolition of the building for construction of a new library proceeds. The HHC indicated a willingness to work with the Trustees to form a committee to provide such documentation and to work on responding to the MHC advisory letter. Alan Weinberg will represent the Trustees in this effort.

Director's Report:

The library had 1857 patron visits and circulated 4,005 items in March 2017. The library expended \$22,904.79 during this month.

Patrick has received a quote for installation of new metal shelving for special collections materials on the second floor. The trustees voted to authorize expenditure of up to \$1500 from capital funds for purchase of new shelving.

The library received donation pledges totalling \$2804 from the United Way Umass Amherst Community Campaign. Maureen will check with Umass to see if pledges can be directed specifically to the library's capital fund.

Patrick reported on maintenance and repair work for the gutters and parking lot fence.

Submission of a science and technology grant request to the MBLC has been postponed until next year in order to prepare a more detailed project plan.

Ceiling and Lighting: Caryn continues to have discussions with the town administrator, building inspector and MBC about coordination and timing of further efforts for ceiling and lighting improvements at the library, including funding and completion of a SOW, and phasing of any work which eventually may be done.

Building Maintenance: The Town wants to consolidate maintenance of town buildings, including the library, under the management and budget of the DPW. The Trustees primary concerns are to ensure that expenditures for maintenance work at the library be earmarked as such (in order to document funding support levels by the town) and to ensure that the trustees continue to set priorities for library needs as stewards of the building. Patrick, and possibly Joanne, will meet with the DPW Director in the near future to discuss.

Other Business:

After discussion, the trustees voted to approve sending a letter to the Select Board requesting designation of a contact/representative from the Select Board who could provide a greater level of involvement with the library than is being currently provided.

V One Vodka: A recent event was held at the V One Vodka building adjacent to the library resulting in use of library and senior center parking spaces without the required notification to ensure that there would be no conflict with Library and/or Senior Center events. This has been brought to the attention of the Select Board's licensing coordinator.

Votes:

Motion to authorize the Trustee Chair to prepare and send a letter to the Select Board inquiring about designation of a Select Board contact person for the Board of Trustees for the upcoming year who would provide a greater level of involvement with the library was approved unanimously.

Motion to approve expenditure of up to \$1500 from capital funds for new shelving was approved unanimously.

Next Meeting: May 9, 2017.

Meeting adjourned: 8:44 pm

Respectfully submitted

Alan Weinberg
Secretary, Board of Trustees

