

Corrected & Accepted
December 14, 2015

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
November 9, 2015

PRESENT: Kenn Basler, Susan Gallant, Mickey Jervas,
Lisa Smyle and MaryPaul Yates
Library Director Mark Makuc
Absent: Beth Reiter

EVALUATION OF DIRECTOR: Prior to the start of the meeting the Trustees discussed the performance of the Director during the past year. Beth had her written comments delivered to Lisa and Mark presented his self evaluation. As is usual glowing comments were prevalent. This year we had the added category of Grant Management. The building grant has taken a lot of Mark's time, but with the help of the Building Needs Committee, and by bringing in Karen Klopfer to help formulate the Building Program, all the weight was not on his shoulders. However, we all realize that this added task, managing the expansion of the library, is a lot of work. Reading Mark's self evaluation helps remind us of all he does. Lisa will meet with Mark at a later date to review his formal evaluation based on input from all Trustees.

Meeting was called to order - 7:32pm.

MINUTES: The minutes of October 19, 2015 were corrected and accepted by motion made by Kenn and seconded by Susan.

DIRECTOR'S REPORT: Twenty-eight children and adults attended the pre-trick or treat Halloween Party at the Library. The performance of magician Ed Popielarczyk was well received and a good time was had by all.

Veterans Day ceremonies will be held at 10:40 AM on Wednesday, November 11th at the World War I memorial on the library lawn. In going through old documents in the library Mark came across the program for the dedication of the monument which was held on July 4, 1932.

The 18th annual Library Legislative Breakfast will be held in Pittsfield on Friday, January 22, 2016 at 8 AM. Mark plans to attend and any Trustees who wish to join may do so. As usual we voted to donate \$25 from the Library Memorial Fund to support the breakfast.

Dan Pallotta, of P-3 our Project Manager and his secretary Anna, have been hard at work with the first part of their task, hiring an architect. The Request for Qualifications [RFQ] was completed and the position has been posted on the Central Register and in the Berkshire Eagle. To date 18 architects requested and received a copy of the RFQ. RFQs are scheduled to be received at the library by November 18th. Three architects attended the walk through on November 4th. They were Steve McAlister, formerly a Monterey resident of Clark and Green; Brian Johnson, of EDM which is working on the Hume project; and David King, of David L King Architects in Boston. This was the third visit to the library by David or an associate.

As required by the MBLC a "Design Team" must be formerly appointed by the Trustees. In addition to the library director, the project manager and the architect; there are to be two [or three] locals with the time and flexibility to serve and also with experience in building projects.

Mark chose Ben ~~Reiter~~, Kenn Basler and Mickey Jervas. By motion made by MaryPaul and seconded by Susan these three were unanimously appointed to the Design Team.

Mark has talked with Civil Engineer Chris Tryon, of Berkshire Geo-Technologies, about locating the pins defining the library property. There will probably need to be borings and elevations done at a later date.

The Virtual Catalog is being eliminated and will be replaced with the Commonwealth Catalog. A meeting to discuss this change will be held in Lee on November 10th. Mark plans to attend.

Review of library policy was tabled until a later meeting.

CHAIRMAN'S REPORT: None

OLD BUSINESS: Susan had concerns about the wording in the article in the November Monterey News about the StoryCorps event to be held at the library on November 27th. She felt that the use of the StoryCorps name was an error and that the stated position of the organizer, Wendy Germain, was incorrect. Following up on her concerns she e-mailed StoryCorps whose response indicated that there were some errors which should be clarified to the public. Wendy Germain sent a memo to Mark, which he read to the Board, explaining the event and what she understood her position to be. Further, Mark contacted a local trade-mark attorney who stated that the use of the StoryCorps name was not a

problem. After considerable discussion it was agreed by the majority of the Trustees that [1] no correction, if needed, could be made in the Monterey News since the next edition will not be published until after the event and [2] that we felt this was a great event to hold at the library and it should go ahead.

<<It should be noted that the posters advertising the event hung in various places throughout Town appeared to address Susan's concerns.>>

NEW BUSINESS: MaryPaul reported on the upcoming winter community show "4 Elements: Earth, Fire, Water, Air" which opens on Friday, December 4th. She encouraged all to participate.

The meeting was adjourned at 8:27pm by motion made by MaryPaul and seconded by Susan.

NEXT MEETINGS: Monday, December 14, 2015 - 7pm
Agenda - Sign contract for Architect

Monday, January 11, 2016 - 7pm
Agenda - Semi-annual financial report
Budget to be readied for Financial Committee

Submitted by: Mickey Jervas, Secretary