

Accepted  
12/12/16

**MEETING OF THE MONTEREY LIBRARY TRUSTEES**  
**Held at the Monterey Library**  
**October 17, 2016**

**PRESENT:** Kenn Basler, John Higgins, Mickey Jervas,  
Beth Reiter and Lisa Smyle  
Library Director Mark Makuc  
MaryPaul Yates, on Sabbatical  
joined via skype  
Absent - None

Meeting was called to order - 7:02pm.

**MINUTES:** The minutes of the September 12, 2016 meeting were corrected and accepted by motion made by Kenn and seconded by John.

**DIRECTOR'S REPORT:** An excellent crew of volunteers completed the prepping and painting of the Knox Gallery in a very timely manner. Marya Makuc and Autumn Snyder took care of boxing all the books, etc around the room. Kenn was in charge of preparing the walls on Tuesday the 27th. The next day the painting crew consisting of Kenn, Julie Shapiro, Libby Wolf, Mark Simmons, Colta Ives and Mike Banner went to work. Many thanks to all, and thanks to Anne Shatas and William Carlson who after taking down their fantastic art show just prior to the painting project filled in the holes their display had made in the walls.

The Fire Company has dropped out of the community Wi-Fi connection which provided service to the Fire House, Town Hall and the Library. The Town has agreed that the Wi-Fi service that was freed up could go to the Library. This increase doubled the speed of our service.

Mark has applied for a Cultural Council Grant for the Children's Programs. MaryPaul advised us that the Knox Gallery has applied for a \$500 grant for artist talks.

On Wednesday, October 19<sup>th</sup> a workshop will be held by the MBLC in West Springfield entitled "Mandatory Application Workshop." Mark will attend and Rebecca from EDM intends to join him.

As a part of the Massachusetts Public Library Construction Program Mark also needs to file an action plan for 2018 by December 2, 2016.

Mark handed out the final "FY2016 Statistics and Financial Summary" report for our review.

While our holdings of hard materials [books, periodicals, audio and video] have all increased somewhat over the past year the number of e-books and downloadable audios available to all has exploded. This is due to the availability of these materials through CWMARS. In FY15 there were 24,500+ e-books available, in FY16 this number jumped to 174,000+. Our circulation numbers have increased due to the amount of downloadable material available.

The number of attendees to the Children's Summer Programs was 122. Forty-three children signed up for the reading program. These numbers are comparable to those of previous years.

A review of our financial accounts showed a good balance remaining on the State Aid account. As for the Abercrombie and Memorial Accounts, Kenn told us these should be transferred out of the Town accounts to the Friends of the Library so that we will have control of these funds as was intended when they were established.

At this time there remains \$2,000+/- in our Planning and Design Grant account. We need to zero out the account and will probably do some necessary studies with the funds prior to Mark's filing a grant report.

The numbers for the Profit and Loss sheet remain essentially the same as shown in the preliminary report last month.

A "Value of Services Provided to Members" report was received from CWMARS. For the \$2,541 paid for membership for FY16 the Town received over \$127,000 worth of services. This service has been a boon to small libraries.

**CHAIRMAN'S REPORT:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** Kenn attended a USDA Rural Development Workshop in Worthington. He was very encouraged by what he learned there. They do work with libraries and we might be eligible for a matching grant. Perhaps the Town Grant Writers, working with Mark, can help us apply for a grant.

MaryPaul let us know that November 19th, the Saturday before Thanksgiving, will be a very busy day at the Gallery. At 10am Wendy Germain will conduct an "Oral

History of the Monterey Church" story hour. Then from 5:30 to 6:30 the artists currently showing at the Gallery will give a talk.

Mickey handed out forms for next month's trustee evaluation of Mark.

The meeting was adjourned at 8:03pm by motion made by Lisa and seconded by Kenn.

**NEXT MEETING:** Monday, November ~~14, 2016~~ ~~7pm~~ Rescheduled  
Agenda - Director Evaluation to  
Building program up-date Dec 12, 2016  
6:30pm

Submitted by: Mickey Jervas, Secretary