

Corrected & Accepted  
January 8, 2017

**MEETING OF THE MONTEREY LIBRARY TRUSTEES**  
**Held at the Monterey Library**  
**December 12, 2016**

**PRESENT:** Kenn Basler, John Higgins, Mickey Jervas,  
Lisa Smyle and MaryPaul Yates  
Library Director Mark Makuc  
Absent - Beth Reiter  
Guest: Julie Shapiro, Knox Gallery Committee of  
Friends of the Monterey Library

**EVALUATION:** The Trustees had all reviewed Mark's self-evaluation, which is always very thoughtful and critical; and most had handed in their own written evaluation. With all the work involved on the building project and applying for an MBLC grant there is a concern that Mark is working more hours than he is being paid for and that he may be burning the candle on both ends. There were no negatives.

Meeting was called to order - 7:05pm.

**MINUTES:** The minutes of October 17, 2016 were accepted by motion made by Kenn and seconded by John.

**DIRECTOR'S REPORT:** The Halloween program brought in 33 people, which is about average. All enjoyed Ed the Wizard's great performance. Thanks to the Park Commission for supporting this annual start to trick or treating.

Veterans Day ceremonies held at the World War I monument on the library lawn were attended by 15-20 people. The Veterans Committee hopes to increase attendance at this important observance, perhaps with better advance notice.

Thanks to Sue Cain who with Mark's help put up the greenery and lights around the library entry. Together with the Christmas tree it helps bring a bit more festivity to the center of town.

Discussion of the phone app BOOPSIE followed. Use of BOOPSIE, which is accessible on Apple and Android phones, would make it possible for library patrons to connect to CWMars on their phones. Mark has found use of this app easy and quick. Cost for set up is about \$175, with an annual fee of \$67 for the first year of service. The Trustees agreed it would be another good service to provide

to our patrons. We would need to have a logo for easy identification. [See Julie's report below.]

Mark attended a Support Group meeting in West Springfield on December 9<sup>th</sup> for those applying for an MBLC grant. The libraries in Amherst, Springfield and Deerfield were also represented. Mark found that all attending were basically at the same stage of gathering information and material in preparation of writing the grant application.

A conference call about the application sponsored by the MBLC also revealed everyone was in the same place; gathering information.

As part of the information gathering, Mark found a 1925 deed to the library property and submitted it to the Town Attorney for review. Jeremiah said the deed showed legal ownership, but suggested we go one step further to see if the Town accepted the property at a Town Meeting. Terry Walker, Town Clerk, was able to find the Town Warrant for 1925 with Article 7 asking for a vote to accept property and the results of the meeting in which Article 7 was approved.

Rebecca of EDM sent Mark a copy of a required worksheet which indicates the proposed square footage, collection, computers and reader seats for various areas. These need to closely match the numbers shown in the long range plan.

A new schematic of the proposed parking area shows the handicap parking space moved to the library side of the area allowing for all required spaces to be located on library property.

In addition to the Trustees signing the application having as many Town Officials as possible sign as well is all to our benefit. The application reviewers want to see solid support throughout the Town.

Dominick Stucker called and asked Mark what plans we had for the card catalog drawers. After some discussion it was agreed that we would not make any decisions on these or any other properties at this time.

Liz Goodman of the Monterey Church informed Mark that they were planning to replace the tables in the Church basement meeting room. We have often used these tables for the book

sale. Kenn and Mark will look at them and decide if there are any we would like to have for library use.

Due to timing conflicts the November 19<sup>th</sup> Oral History program did not take place. Wendy Germain is checking with BCC about the availability of grant money to put the oral histories on-line.

Mark hopes to attend a CWMars meeting in Great Barrington.

Wi-fi speed is currently at 10 downloading but less than 1 uploading. Mark will follow up to bring the upload up to speed, purchasing a new router if this is the problem.

**GUEST, JULIE SHAPIRO:** We discussed "between the lines", the current winter community exhibition. Several of the exhibitors will be having shows in the near future.

Julie brought some ideas she has been working on for a logo to be used on BOOPSIE. The Trustees reviewed and discussed them. With some idea of what we liked and didn't Julie will proceed to refine those we really liked.

**CHAIRMAN'S REPORT:** None.

**OLD BUSINESS:** None

**NEW BUSINESS:** Mickey brought up the appeal letter that was recently mailed to approximately 800 Monterey property owners and members of The Friends. Marya Makuc, with much research into the process on formulating an appeal, put the letter together, had it printed at Kwik Print and with a little help had all 800 in the mail within less than a week after they were off the press. We look forward to the Townspeople responding with positive enthusiasm.

The meeting was adjourned at 8:22pm by motion made by Kenn and seconded by Lisa.

**NEXT MEETING:** Monday, January 9, 2017 - 7:00pm

Agenda - Building program up-date  
Signing of Application  
Semi-annual financial report  
Budget readied for Financial Committee

Submitted by: Mickey Jervas, Secretary