

Corrected
accepted
6/5/17

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
May 8, 2017

PRESENT: Kenn Basler, John Higgins, Mickey Jervas
Beth Reiter, Lisa Smyle and MaryPaul Yates
Library Director Mark Makuc
Absent - no one
Guest - Shannon Amidon Castille

Meeting was called to order - 7:15pm.

MINUTES: The minutes of April 24, 2017 were corrected and accepted by motion made by John and seconded by Kenn.

As this was Kenn's last meeting as a Trustee we took some time for a farewell gift, goodies and good-byes. Kenn has been a valuable member of our team, however he feels Select Board business must take a higher priority at this time. We will miss his good help at our table. Shannon Amidon Castille has been nominated to fill his seat on the Trustees.

A brief discussion on Town meeting was held. We were all overjoyed with the results of the secret ballot [96 to 5 in favor] on financing the library project. Dan Pallotta, our Project Manager, made the trip from Norwell. Dan has done a wonderful job guiding us. Also present was Clark Rowell, of Unibank. Clark has shown us how the numbers of the borrowing process will work. Without his help we would have not been able to understanding how these figures come together.

DIRECTOR'S REPORT: Mark spoke to Myrna Rosen and told her that the Trustees felt that a break in town tag sales was in order and therefore were not in favor of having a fund raising tag sale this year.

All six of the summer children's programs have been scheduled. There will be a magician, an astronomer, a puppeteer and a storyteller; as well as Tom Sieling and Bubbleman.

A trustee orientation program is scheduled for June 8th at the Lee library. MaryPaul and Shannon both plan to attend.

Mary Makuc attended the Universal Design and Programming for Accessibility program in Northampton on May 2nd. She said it was a good program with much to be learned, and of course Mary had much to contribute. [Thank you Mary!] There was also a lot of talk about our planned deck overlooking the river and dam. It will be nice to be known for a lovely deck rather than a dark, cold water bathroom!

Mark brought up the subject of fund raising. In conversation with his cousin, who is a professional fund raiser and had been working with Deerfield, she mentioned that naming a specific area or item is a good goal. So, someone might want to have our extraordinary deck in their name, or maybe some shelving in memory of Mom. He has been approached by several people who wish to make substantial donations to the library building project. We have to start seriously working on this.

After a lot of work by Mark, and about a full week's worth by Rebecca of EDM, the paperwork for the federal grant was completed. Mark and grant writer Dennis Lynch met with the USDA representative. They found out that the USDA does have money to loan or to give as grants, BUT - they are a last resort. And since we have other opportunities such as the MBLC grant and funding through Unibank or another bank, it appears we currently do not fit their criteria. On top of which they like 40 year loans, which would add a lot of interest. And we would have to repeat a lot of the paperwork already done for the MBLC but doing it in USDA format. He suggested we table the grant request at this time.

CHAIRMAN'S REPORT: Lisa received notice from the MBLC that the balance of our Fiscal 2017 State Aid grant, in the amount of \$1,011.32, for a total of \$2,014.48, will be sent to the Town via wire transfer within the next few weeks.

OLD BUSINESS: None

NEW BUSINESS: MaryPaul was approached by the artist for the upcoming art show requesting that they be allowed to serve alcohol at their opening. MaryPaul said this was not the first such request that the Knox Gallery Committee has received. Serving alcohol is currently against library policy. Serious discussion followed. Among points made: Kenn said the Select Board is in charge of issuing one day liquor licenses. For small parties, under 50 people, the

cost of the insurance is \$50 and no TIPS [legal server] is required. Parties over 50 people require a TIPS server, about \$150, plus parking restrictions and some other requirements. There were a number of pros and cons brought up. It was mentioned that it is legal at the Mason Library, but then their alcohol laws are different than Monterey's. We realized that some research needs to be done and a full policy review and development needs to be made before we are ready to change current policy. So, the answer for the show opening in early June is no.

Mickey brought up the subject of the control of funds and construction once an MBLC grant has been awarded. By state general law Chapter 78 Section 11 control of the building and all monies raised, appropriated and/or gifted falls under the Trustees' purview. To start with the Select Board will sign the contract with the MBLC, once the Trustees have reviewed and approved the contract. And that is just the start of the whole project. All work and invoices must be approved by the Trustees, proof of payments needs to be presented to the Trustees in a timely fashion. And it goes on. Mark felt that a Memorandum of Understanding [MOU] was needed. Kenn agreed and said that he would take it up with town attorney, Jeremia Pollard.

The meeting was adjourned at 8:50pm by motion made by Lisa and seconded by John.

NEXT MEETING: Monday, June 5, 2017 - 7:00pm

Agenda - Organization, election of officers
Sign director's contract
Building program up-date

Submitted by: Mickey Jervas, Secretary