

Corrected & Accepted
June 18, 2018

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
May 14, 2018

PRESENT: Mickey Jervas, Lisa Smyle
and MaryPaul Yates
Elected but not sworn in: Ann Canning
Library Director Mark Makuc
Absent - Shannon A Castille & John Higgins

Meeting was called to order - 7:05pm.

MINUTES: The minutes of April 9, 2018, were corrected and accepted by motion made by MaryPaul and seconded by Mickey. The minutes of April 30, 2018 were accepted by motion made by MaryPaul and seconded by Mickey.

DIRECTOR'S REPORT: Marya Makuc, our long standing volunteer and current president of the Friends of the Library, is graduating in a few weeks and will be leaving for college in mid-August. She will be missed by all.

Marya has trained Autumn Snyder, who has been a Saturday morning volunteer for three years, on how to handle Thank-you letters for the Friends.

Mark will contact Franny Huberman to see if her schedule will allow her to resume an active role in the Friends. Ilene Marcus may be interested in working for the Friends.

The CWMars transition to a web-based server is coming along. Esther and Mark attended another workshop, this one in Lee. The transition is scheduled for Memorial Day. Mark and his staff all plan to be in the library the following day so they can work on the new program together.

Mark received the FY18 third quarter financial report. Maintenance expenses are down as we haven't done some of the usual work, such as carpet cleaning. Payroll is up in part due to extra time for CWMars training and converting the computers. But it looks like all will work out in the end. A new account has been set up by the accountant just for books. It is something Mark had in the past and had asked for since Baystate, the off-site firm, became the accountant.

The long-range bridge plan has been edited. As soon as it is re-typed it will be sent to the MBLC.

The continued Conservation Commission hearing was held on May 9th. Emily Stockman, the Wetlands Biologist, had assembled the Order of Conditions, and Marc Volk, the Site Engineer, had a few changes. These were worked out and at last the Conservation Commission was able to approve our application.

The ZBA approval, together with the Conservation Commission Order of Conditions, will be filed at the Registry of Deeds on May 15th. Except for the building permit which can't be issued until a building contractor is hired, all permits have been obtained. It has been a long spring.

Performance of the mitigation work at the Gould Farm Curtis Road location, planting native blueberry bushes and installing monuments, is scheduled for June 9th. We need to have an addendum to the EDM contract to cover extra charges billed by Foresight to cover added work to oversee placement of plants and monuments. Mark will check with plumbing and fencing firms for the pipe, and the nursery in Amherst for plants. A notice will be in the June Monterey News to get volunteers for the 9th.

The agenda for the May 15th building committee meeting was discussed. There will be more work on interior and exterior finishes, as well as other details.

CHAIR'S REPORT: In view of the fact that Ann had not been able to get sworn in and a couple of Trustees were absent, Lisa suggested that we hold off on board organization until our next meeting.

OLD BUSINESS: None.

NEW BUSINESS: None.

The meeting was adjourned at 8:35pm by motion made by MaryPaul and seconded by Ann.

NEXT MEETING: Monday, June 18, 2018 - 7:00pm
Agenda - Organization - Election Chair & Secy
Review and sign Director's contract
Building program

Submitted by: Mickey Jervas, Secretary