

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
January 13, 2014

PRESENT: Kenn Basler, Mickey Jervas, Beth Reiter
Laurie Shaw, Lisa Smyle and MaryPaul Yates
Library Director Mark Makuc
Absent - No one

Meeting was called to order - 7:05pm.

WELCOMED NEW MEMBER: In response to Lois' retirement from the Board it was agreed that MaryPaul Yates, who had expressed an interest in joining the Board, be recommended to fill Lois' term. On December 16th Kenn presented the Select Board with a letter apprising them of our designated replacement for the position. The Select Board agreed with our choice. MaryPaul was subsequently sworn in by the Town Clerk.

MaryPaul was welcomed as the newest member of the Board. She promises to be a positive addition not only for her own expertise but also as she is an active member of the Friends working on the Art Show Committee.

MINUTES: The minutes of November 18, 2013 were accepted by motion made by Laurie and seconded by Kenn.

DIRECTOR'S REPORT: Fiber is turned on! There seems to be some trouble with its speed, although that is not apparent at the Town Hall connection. Mark will follow up on this.

Mark spent many hours working on the Planning and Design Grant application which is to be sent to the MBLC with a postmark of no later than Thursday, January 16, 2014. The application is in excess of 60 pages. Mark presented it to the Trustees on screen making it easier for all to follow together. Part of the application consisted of estimating the cost for the project which involved extensive research on Mark's part as he needed to contact appropriate professionals. He broke this down as follows:

\$ 5,000 - Library Consultant
25,000 - Project Manager
45,000 - Architect/Engineer
10,000 - Site Investigation

\$ 85,000 - Total needed for this stage

As for where the funds would come from:
\$ 5,000 - General Funds - secured [see below]
30,000 - Gifts - proposed
50,000 - Grant - proposed

\$ 85,000

The secured funds in the amount of \$5,000 are to come from State Aid money that we have on hand. A motion was made by Laurie and seconded by Kenn to designate \$5,000 of State Aid funds to be used toward the local funding of the Planning and Design Grant. The motion was unanimously approved.

Much research also went into building the text of the application, such as whereas the population of Monterey according to the 2010 census was 961. What is the population expected to be in 20 years? The answer is 771. We can't discount the second homeowners, many of whom consider the Monterey library to be their primary library. But how do we count them? We could all appreciate the work Mark put into this document, all with his usual diligence.

We must continue to remember that there are 35 libraries applying for the 20 available grants.

At least two people who have already volunteered for the library needs committee; Lois Storch and Erica Stern.

The Semi-Annual Financial Report is not ready, in great part due to the fact that the Town has yet to close the books. However, the Accountant did give Mark a preliminary report which at first glance looks good.

The Finance Committee is awaiting our funding request for the Annual Town Meeting Warrant. Mark reminded us that in order to remain a certified library the State requires that we raise funding a minimum of 2.5% each year. After much discussion, and without having the semi-annual report available, we agreed a 3% increase should cover our needs for FY2015.

Kenn made a motion that we ask the Town for \$56,250 for our operating budget and \$5,460 for our maintenance budget. The motion was seconded by Beth and received a unanimous vote of approval.

The Berkshire Legislative Breakfast will be held in Williamstown on Friday January 24th from 8-9:30am. Once again we agreed to send them \$25 from the Memorial Fund.

Notification of certification and State Aid Grant has been received. Within a few weeks the first payment in the amount of \$737.97, equal to approximately one-half of the grant, will be received by the Town via electronic transfer. The second payment will be made by the last quarter of FY2015.

CHAIRMAN'S REPORT: Lisa circulated a note received from Lois thanking us for her send off and gift certificate.

The Select Board is holding a Multi Board Meeting on Tuesday, January 28th at 7pm at the Town Hall to discuss the major Town projects that are on the table all of which may require extensive funding: New school, Wilson-McLaughlin house, renovated/expanded library. All Trustees that will be available agreed that they would attend this important meeting.

A letter dated December 9, 2013, was received from the Select Board asking the Trustees to break out wages from the operating budget. We strongly felt that this was an inappropriate request as MGL grants authority over the library strictly to the Trustees. A response will be formulated and sent to the Select Board.

OLD BUSINESS: None

NEW BUSINESS: None

The meeting was adjourned at 9:10pm by motion made by Laurie and seconded by Mary Paul.

NEXT MEETING: Monday, February 10, 2014 - 7:00
Agenda - Semi-annual Financial Reports

Submitted by: Mickey Jervas, Secretary