

Corrected & Accepted
Nov 10, 2014

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
October 20, 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 - 7:12pm.

MINUTES: The minutes of September 8, 2014 were corrected and accepted by motion made by Laurie and seconded by Beth.

DIRECTOR'S REPORT: The first meeting of the Building Needs Committee, led by our library consultant Karen Klopfer, was held October 10th. Committee members are: Ann Canning, Carole Clarin, Dennis Lynch, Susan Gallant, Walter Ritter, Lois Storch and MaryPaul Yates. The two hour meeting was a successful one with MaryPaul being elected Chairman and a Building Needs Forum conducted by Karen scheduled for Saturday, November 8th at 10:30am. The committee is also working on a primarily building focused survey which they hope to have ready to distribute in early December.

Mark attended an MBLC workshop at the newly built library in Wendell, about 45 minutes north of Amherst. The workshop on Library Design was led by Roe Waltos and Lauren Stara; in addition to Mark there were representatives from Hadley and Deerfield. Among the points made were:

1. The Building Needs Committee report could be turned over to the MBLC by February. [We hope to be done by April.]
 2. Anyone can be the project manager, but the architect should have library experience.
 3. If we go for a construction grant and are awarded one, we might expect to receive up to 60% of the estimated building cost.
- Other points made, directly addressing the needs committee:
1. Emphasis should be placed on what the Town needs and wants.
 2. Spaces that are flexible are most effective.
 3. Consider including quiet spaces.

Mark was approached by Ray Tryon and Julio Rodriguez, members of Monterey's Veterans Committee, concerning this year's Veterans Day ceremonies. Since they are observing 100 years since the start of World War I, they would like to hold the event at the WWI monument on the library lawn. Mark told them we would be honored.

Our book delivery box lock seems too complex for the new delivery man. It is a simple turn the key a quarter turn system and yet he has broken the key off and left the door open several times, which has resulted in the door getting twisted after swinging in the breeze. We discussed changing to a hasp and padlock system.

The library financial report was completed and submitted in time to meet the October 10th deadline for State Aid.

A forum on the Future of Small Libraries will be held in Sturbridge on Wednesday, October 29th. The feature speaker will be a librarian from Vermont. As a town with fewer than 2,000 people we may be eligible for a travel stipend of up to \$150.

Compliments of the Parks Department, storyteller Mary Jo Maichack will be at the Library Halloween party which starts off the annual trick or treat festivities.

CHAIRMAN'S REPORT: None

OLD BUSINESS: None

NEW BUSINESS: MaryPaul updated us on upcoming art shows. Brece Honeycutt's show which opens on Saturday, November 1st, starts with an artist talk at 6pm. The community winter show opens on Friday, December 5th, kicking off the Monterey Makers Studio Weekend. The Knox Gallery will be open Saturday the 6th from 10am to 4pm. MaryPaul is looking for volunteers to man the gallery that day.

Since she will be out of town for a couple of meetings this winter, MaryPaul asked if it was possible to attend meetings via Skype. Lisa will see if it's legally possible.

Kenn reported that someone is working on keeping the shed at the transfer station neat. There is a problem with an overload of books and a for-profit group from Boston that recycles books was contacted. Mark had heard of one such group that was involved in a scam. Mark and Kenn will try to figure out if this current group is on the up and up.

Mickey distributed copies of the form used for the Director's Evaluation. She also presented Mark and Lisa with copies of the annual meeting agenda asking them to review for any updates.

After reading about AAA Driver Improvement Programs, Mickey wondered if this might be something which could be presented here. It was agreed that there should be some interest and she will follow up with AAA.

The meeting was adjourned at 8:32pm by motion made by MaryPaul and seconded by Lisa.

NEXT MEETINGS: Monday, November 10, 2014 - 6:30pm

Agenda - Director Evaluation

Submitted by: Mickey Jervas, Secretary