

Corrected
Accepted
5/13/19

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held in the Monterey Fire House Classroom
Temporary headquarters of the Monterey Library
April 08, 2019

PRESENT: Ann Canning, John Higgins, Mickey Jervas,
Lisa Smyle and MaryPaul Yates

Absent: Shannon A Castille

Library Director: Mark Makuc

Building Support Team:

Rob Todisco - P3, OPM

Guests: Carlo & Jenn, PSI, Shelving & Furniture

Meeting was called to order - 7:05pm.

FURNITURE: Furniture orders need to be made before the end of April in order to be able to have delivery in 6-8 weeks. Once May comes schools will be putting in their orders and all bets are off as to delivery time.

Samples of various chairs had been delivered on April 2nd. Since then visitors to the library had been encouraged to sample them and make comments as to likes and dislikes. Now it was time for the Trustees to weigh in. Those who hadn't previously had an opportunity to Goldilock the samples did so and likes and dislikes were expressed. Questions were asked about durability and structure of various pieces. Carlo and Jenn were able to answer all our questions and explained the stackability of chairs to be used for that purpose, and other mundane details. We decided on which chair would be used for events in the original library space and which for the computer table and study rooms. Then we discussed lounge chairs for the new space. These chairs will have casters on the front legs to make them easy to move, but no casters on the back so they won't slide out from under you when you sit down. We learned a lot of that stuff. Now Jenn and MaryPaul had some ideas on to work with and it was agreed that we would meet on the 18th to discuss details of colors, etc. and hopefully make final decisions.

By 8:00 the PSI group was able to head back to Connecticut.

Building Support Team: Rob handed out copies of the latest budget figures which were reviewed.

He then discussed the schedule of current work underway or to be done shortly. The copper valleys were installed. Mark reminded him that the metal workers will have to come back to install the copper moss deterrent strip. The retaining wall is almost complete and the parking lot is underway. Power will be connected in a couple of weeks. Painters are priming the interior walls.

There are a few areas of exposure for change orders. Venting for the four furnaces needs to be revisited. The original library floor which all thought was nice and level turned out to be anything but when all shelving was removed. It has been decided that attacking it from the top is the better approach. And there is the flagpole lighting change.

Rob was done and able to leave at 8:25.

MINUTES: The minutes of March 11, 2019 were corrected and accepted by motion made by Ann and seconded by John. The corrected minutes were unanimously accepted.

In addition there were several specific meetings for discussions on and approval of paint layout and colors, carpet layout, style and color, and to start furniture discussion.

The minutes of March 15, 2019 were accepted as presented by motion made by MaryPaul, seconded by Ann.

The minutes of March 21, 2019 were also accepted as presented by motion made by Ann, seconded by John.

The minutes of March 25, 2019 were corrected and accepted by motion made by John, seconded by Ann. All motions were unanimously accepted in turn by all Trustees present.

DIRECTOR: Mark has lined up six acts for this summer's Saturday morning children's programs. We have been awarded \$650 from the Monterey Cultural Council to be applied toward these programs.

Notice from the Massachusetts Board of Library Commissioners [MBLC] concerning our State Aid grant for fiscal 2019 has been received. We will receive the second payment of \$1,022.34 within the next few weeks, for a total of \$2,044.71.

Reconciled figures for FY18 [which ended June 30, 2018] still have not been received from the town accountant.

Discussion turned toward our Grand Opening Celebration. Although we hope to be operating in our new space sometime in late June, we had previously discussed Steak Roast Saturday [July 27th] as the best day to celebrate. We will have to decide whether to hold it in the morning, when we traditionally have our book sale or in the afternoon, 3:30-4:30, just before the steak roast.

Mark plans to invite all MBLC commissioners. Other dignitaries will be invited, as well as the whole town. A committee needs to be set up to organize the event. There will be a list of invitees, invitations, food, set-up needs, and innumerable other details to work out. Ann agreed to represent the Trustees on this committee.

Mark, his staff, and the volunteers are replacing all somewhat worn labels on our book spines with new ones. When we move all the books will have a nice clean label.

There will be a number of articles of furnishing, including all our original bookshelves, and other items that will not be used in our new building. On September 21, 2018, the Select Board granted the Trustees the right to turn over specified inventory to the Friends of the Monterey Library for appropriate disposal. To that end Ann made a motion, seconded by John, that the Trustees donate all library items not going to the new library to the Friends. The vote was unanimous.

CHAIR'S REPORT: None
OLD BUSINESS: None
NEW BUSINESS: None

The meeting was adjourned at 9:05pm by motion made by Ann and seconded by MaryPaul.

NEXT MEETING: Thursday, April 18, 2019 - 6:30pm
Agenda - Furniture - at fire house

Monday, May 13, 2019 7pm
Agenda - Review Egg hunt
Building program
Organization - Elect Officers

Submitted by: Mickey Jervas, Secretary