

Accepted
2/5/18

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
January 8, 2018

PRESENT: Shannon A Castille, John Higgins
Mickey Jervas, Beth Reiter and Lisa Smyle
Library Director Mark Makuc
Via Skype - MaryPaul Yates, on Sabbatical
Absent - None

FAREWELL: Another trustee is moving on. Sadly Beth and family are moving from Monterey and so we said our good-byes with food and drink, and a gift certificate to Home Depot, appropriate to moving into a new old-house. We wish them well in their new adventure.

Meeting was called to order - 7:27pm.

MINUTES: The minutes of November 13, 2017 were accepted by motion made by John and seconded by Beth.

DIRECTORS REPORT: Fiber Connect is now connected to the library but the system is not up and running, yet. We are still functioning on the old system.

Mark has not been able to reconcile our books with the accountants' work. He hopes to have all necessary paperwork before our next meeting.

Justin, of Baystate Municipal the town accountant, sent an email to town hall and us on the 2nd with the hopes of getting the report delivery setup straightened out. Reports were being sent by email until October, when we stopped getting any reports. It seems they switched to mailing all reports to town hall who then mailed ours back to Baystate. Mark was totally in the dark about this change. Justin suggested that the reports be handled in the same manner as payroll which is mailed to employees from town hall. Sounds like that should work! We will advise the Select Board that we agree with Justin.

There has been no response to the proposed budget that was sent to the Select Board on November 14th. The Board and Finance Committee are scheduled to meet at the end of January.

Marya reports that the Friends have raised something over \$117,000 since the first fundraising letter in November 2016. After making a payment of \$12,000 to EDM, the Friends have a balance just over \$121,000. So, we are getting closer to our goal.

Mark called Berkshire Taconic Community Foundation and spoke to Maeve. He told her about the library building program and our current fundraising efforts. He mentioned the Knox Gallery and asked if their Artist's Resource Trust Fund might be a source for us. He also discussed the fact that we are creating children's and young adult sections and that the facility would be totally accessible. Maeve asked him to send a packet of information. He said that he would and told her she could also find information on our on-line site, including the patron's video. Mark plans to speak with her again and make a visit to their offices.

As for our home during construction; everyone is on board with the idea of our renting space in the fire house. Dan checked with Boston and they are fine with the choice.

Mark filed the building permit application on-line. We need to have Don Torrico, the building commissioner, deny the application so that we may apply to the ZBA for necessary waivers.

Mark took a trip to the West Stockbridge library to look at EDM's work and the wood encased metal shelving. It looks good and everyone there enjoyed working with EDM. It is nice when others share your view.

There was a building committee meeting on January 2nd, Mark reviewed major points for the few trustees unable to attend and for further discussion. The plans will soon be going to the estimators for another look at where we are cost wise. There will be no change in the MBLC grant regardless of what the estimators come up with.

CHAIRMAN'S REPORT: Lisa received notice from the MBLC, dated December 13, 2017, that the library has been certified and will receive State Aid for FY2018. The first check in the amount of \$977.87, which represents approximately half the aid, should have been electronically transferred to Monterey's account by this time.

We now need to find someone to replace Beth as a trustee to serve until the May election and then hopefully to be elected to complete Beth's term. Lisa has someone in mind who she will contact to see if she is willing to serve.

OLD BUSINESS: During the October meeting a policy that there would be no charges for copy machine use or for materials returned late was approved. Mickey submitted copy of the written policy which by motion made by John and seconded by Shannon was unanimously approved.

NEW BUSINESS: Shannon reported on a meeting she attended at the Bidwell house. They are planning to hold a festival in early July and she wanted to know if the library would like to be involved. Mark thought we could sponsor something. He suggested a poetry slam, which we had held here a few years ago, Lisa suggested a story telling. We agreed to give it some further thought.

The meeting was adjourned at 8:20pm by motion made by Beth and seconded by Shannon.

NEXT MEETING: Monday, February 5, 2018 - 7:00pm
Agenda - Semi-annual financial report
Building program

Submitted by: Mickey Jervas, Secretary