

Accepted
2/6/17

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
January 9, 2017

PRESENT: Kenn Basler, Mickey Jervas and Lisa Smyle
MaryPaul Yates, on sabbatical,
joined via Skype
Library Director Mark Makuc
Absent - John Higgins and Beth Reiter
Guest: Julie Shapiro, Knox Gallery Committee of
Friends of the Monterey Library

Meeting was called to order - 7:10pm.

MINUTES: The minutes of December 12, 2016 were corrected and accepted by motion made by Kenn and seconded by Lisa.

DIRECTOR'S REPORT: Shortly before Thanksgiving Bonner McAllester tripped over a box of books left in the library path by Steve Moore and broke her elbow. A plate was put in place to stabilize the break and Bonner appears to be healing. Discussion on procedure for on-site incidents of this sort and necessary insurance forms to be completed was held.

A letter was received from the Monterey Cultural Council informing us that our application for funding in the amount of \$500 was denied, but that the State was awarding the library \$500.

It was agreed that we would support the Western Mass Library Advocates with a \$50 donation. Further we would again support the Berkshire Library Legislative Breakfast with a \$25 donation. The breakfast will be held this year at the Stockbridge Library on Friday, January 27th at 8am. Mark and Lisa plan to attend.

Mark handed out the FY17 mid year [07/01/16-01/01/17] financial reports. A review showed that our spending is well within budget.

There will be an All Boards meeting at Town Hall on Wednesday, January 11th at 4pm. The agenda will consist of meeting the new Town Manager and a discussion of budget goals for FY18. Mark and Mickey plan to attend.

FY18 budget requests were discussed next. Mark had worked out a budget with a 2.5% increase in each category. Discussion followed on whether this would meet our needs, especially since we increased summer hours last year. We also have to keep in mind that in order to qualify for State Aid 20% of our budget must be spent on circulation materials. In FY16 circulation materials cost us close to \$20,000. Knowing that the Town is trying to hold the line on budgets we felt that we could be moderately comfortable with these figures. By motion made by Kenn and seconded by Lisa we agreed to present these figures to the Town.

Mark presented us with a printout of the narrative portions of the grant application that he has prepared and asked that we review it and offer any changes or suggestions that we may find necessary.

GUEST, JULIE SHAPIRO: Working from our suggestions made at the December meeting, Julie presented updated designs for a library logo to be used on our Boopsie site, library cards and wherever else appropriate. Copies were emailed to MaryPaul so she had visuals and was able to join the discussion. A stylized image of the front of the library was approved by all.

Julie is working on the poster for the next art show. They should be ready for Mickey to pick up and post within the week.

CHAIRMAN'S REPORT: None.

OLD BUSINESS: None

NEW BUSINESS: Mickey handed out copies of Mari's FY16 annual report for The Friends of the Library showing the funds raised and how they were distributed to the benefit of the library.

The meeting was adjourned at 8:55pm by motion made by Kenn and seconded by Mickey.

NEXT MEETING: Monday, February 6, 2017 - 7:00pm
Agenda - Building program up-date

Submitted by: Mickey Jervas, Secretary