

Accepted 2/12/24

MEETING of the MONTEREY BOARD of LIBRARY TRUSTEES
Held at the Monterey Library and via Zoom
January 8, 2024

PRESENT: Mickey Jervas, Judy Kaminstein
Rebecca Wolin and Cheryl Zellman
Via Zoom: Nancy Kleban
Absent: Sam Reggio
Director: Mark Makuc
Guests: Rob Hoogs, Historical Society

Meeting was called to order 7:03pm.

HISTORICAL SOCIETY: Rob has spoken to the Parks Commission about the Monterey Mills Interpretive Trail as the trail will also be on the Bidwell Park side of the river which falls under their jurisdiction. They are in favor of opening up the park to this use. As there will be signage on both sides of the river he will be going back to them to discuss that aspect of the trail.

Rob will draft the signage for each historic location along the trail. He will work with Mark to decide the size of signs for the Library reading deck and handicap ramp. They will also discuss appropriate means of attaching signs to the railings. He feels they will need about \$2,000-\$3,000 to complete the project and thinks that the Historical Society has raised about half of the funds to date.

Rob will need to submit a request to the Conservation Commission. A trail in riverfront property is an exempt use but they must be informed and approve the plan.

Rob thanked Mark for his involvement with the Digital Commonwealth and for inviting him to join when they visited the Library. In addition to some of the Library collection being scanned in, Historical Society papers, including Church records going back 100 years, will be made available online.

Mark reminded Rob that he was scheduled to put up a new display after current art show came down on January 20th.

MINUTES: The minutes of November 6, 2023 were corrected and accepted by motion made by Rebecca and seconded by Cheryl. The vote to accept was unanimous.

DIRECTOR'S REPORT: Anecdotal story: A woman and her daughter came into the Library one Saturday morning. They had recently located to the Saratoga area, had heard about the Berkshires and were out exploring. Their GPS had disconnected and they had no idea where they were. She asked where downtown Monterey was. Mark explained that this was it. She checked out our new library, then they sat down and read some books for a while. Mark then gave them directions to Great Barrington where they could get some lunch and do some shopping.

Mark met with Janet Jensen who responded to our letter concerning Brookbend's encroachment of the Library property lines. As there is a Brookbend Association meeting on Sunday, January 14th it was agreed that Mark will show them the boundary lines. Rob agreed to join them to help explain the Historical Societies plans.

On December 27th a Digital Commonwealth representative visited the Library to pick up documents to start processing them so that they will be available to all. As it was planned that they would start with 50 years of the Monterey News, Steve Moore joined as did Rob Hoogs.

Town Reports are the next documents that will be digitalized. It has come to light that there is no record of any Town Reports from 1849-1859. From 1860-1894 the State has copies.

Last year the Trustees included sick pay for all staff members in our budget. Thanks to support from the HR Director and Select Board sick pay was made available to all Town part time employees. Recently our staff was able to take advantage of paid leave when they were sick.

The Berkshire Legislative Breakfast will be held in Williamstown on Friday, January 26th.

It was recently reported that there were 45 book challenges in Massachusetts in 2022.

Budget Progress: Mark and Mickey met with members of the Select Board, Finance Committee and Town Administrator to present the Trustee's FY25 requested budget. This budget was formulated using the Town's place holder COLA increase of 4%, which may be changed at a later date. Other than a few questions no changes were made. Ilene Marcus, Chair of

Finance asked if someone could meet with them to discuss the increase in the electricity line item. The increase was due to the supply line on the electric bill increasing by over 50%. Mickey agreed to meet with them whenever they wished to do so.

The Trustees would like to roll the Maintenance line item into General. Mickey had prepared a memo to the Town Administrator for this purpose. Cheryl made a motion, which Judy seconded, that this step be taken. The vote to approve was unanimous.

STRATEGIC PLANNING COMMITTEE: The Committee plans to meet on January 17th to establish the 3-5 goals they wish to concentrate on, then communicate with the Trustees to complete and file the Strategic Plan. After this they will produce and file an Action plan which must be re-filed each December thereafter.

POLICY SUB-COMMITTEE: The new, revised Materials Collection and Reconsideration Policy was completed and sent to Trustees for review prior to the meeting. Mickey made a motion to approve the policy as written, Judy seconded the motion. All Trustees voted their approval and then signed this very important policy.

CHAIR: None

OLD BUSINESS: None

UNANTICIPATED BUSINESS: None

The meeting was adjourned at 8:29pm by motion made by Cheryl and seconded Judy.

NEXT MEETING: Monday, February 12, 2024, 7pm
In person and on Zoom

Agenda: Minutes
Friends report
Historical Society report
Director's report
Budget
Chair's report
Sub-committees
Old Business
Unanticipated Business

Submitted by: Rebecca Wolin