

Corrected & Accepted
3/20/23

MEETING of the MONTEREY BOARD of LIBRARY TRUSTEES
Held at the Monterey Library and via Zoom
February 13, 2023

PRESENT: John Higgins, Mickey Jervas, Judy Kaminstein,
Rebecca Wolin and Cheryl Zellman
Via Zoom: Nancy Kleban
Director: Mark Makuc
Absent: No one
Guests: Rob Hoogs, Historical Society
and Sam Reggio

Meeting was called to order 7:08pm.

MINUTES: The minutes of January 09, 2023 were corrected and accepted by motion made by Rebecca and seconded by Cheryl. With the exception of Judy who abstained as she was not present at that meeting, the vote to accept was unanimous.

The minutes of January 19, 2023 were corrected and accepted by motion made by Rebecca and seconded by Cheryl. Vote to accept was unanimous.

FRIENDS: Mark reported that the Friends are aware of the upcoming Open House at the library on February 18th and the May 4th meeting of the Massachusetts Board of Library Commissioners [MBLC]. They will be assisting with both.

Their 175th anniversary book is still in progress.

HISTORICAL SOCIETY: Rob reported that about 20 people were in attendance at their annual meeting in January. A Board of Trustees, consisting of nine members, was elected. The current officers were re-elected: Barbara Swann, President, Rob Hoogs, Vice President and Cindy Hoogs, Secretary/Treasurer. There are 3 or 4 programs scheduled which will be held on the third Thursday of the month in the Library 1931 Room. Wendy Germain will record these events.

Rob handed over the two copies of Addendum #1 to the Agreement between the Trustees and the Historical Society which the Society had signed. The Trustees will sign both and return one copy to the Society.

DIRECTOR'S REPORT: Mark mentioned that the Library has in its collection a number of old Monterey Summer Camp movies.

An estimate of \$7,000 was received to clean them up so they may be viewed. A Go-Fund-Me fund has been set up to raise the funds for this project.

Mark attended the Berkshire Legislative Breakfast that was held at Simon's Rock on January 27th. The MBLC was represented, and its members advocated for their budget.

Mark met, and had a discussion with, Wylie Goodman, Senior Planner of Economic Development, for the Berkshire Regional Planning Commission. She is working on Bridging the Digital Divide which addresses both lack of digital hardware in some areas of the county and educating the public in its use. The Town has to apply for funds to help bridge this divide locally. This is something that the Library should be actively supporting.

Staff evaluations were completed and turned into the Human Resources director.

The MBLC has a "Love Letters to the Library" program out now. Fill out a love letter and it will be sent to the Legislature to help enforce the value of libraries and to help the MBLC obtain their needed funds.

Masks. Should the library continue to mandate them? Be mask friendly? Say that they are preferred? Or suggested? This was an extended discussion among the Trustees. Currently Berkshire County is at low risk. But the Mahaiwe is returning to masks required in March. Since a consensus could not be reached no vote was taken and this debate was tabled for the next meeting.

CHAIR: Budget. Our initial request, delivered to the Budget Committee on 12/20, included sick pay for staff and salary for the director. Mark was asked to remove salary for director. He recomputed the budget and submitted the new figures on 01/03. On 02/06 he was asked to remove sick pay. Currently, full time employees in the town of Monterey receive sick pay. Part time employees receive no benefits, including sick pay. Mark again submitted numbers as requested. In the meantime, John, as a part of the evaluation documents submitted to Sophia, Human Resource Director, requested a merit raise for Mark in the amount of \$0.55/hour, which would bring him up to required minimum to qualify as a salaried employee.

The Trustees were disturbed to have sick pay eliminated from staff wages. After much discussion on how best to handle this problem, they decided to go to the Finance Committee and Select Board joint meeting the next night, and re-present the budget with sick pay and salary for director included.

Staff Job Description: Mark presented the revised staff job description which the Trustees studied. A motion was made by Cheryl and seconded by Rebecca, to accept the new job description. The vote to accept was unanimous.

STRATEGIC PLANNING: John reported that the committee continues to gather information, with more suggestions being placed on the easel that is set up in the lobby. There will be an Open House on Saturday, February 18th from 3 till 5, complete with a Magician and refreshments. We look forward to having people come to this event that are not regular library users, and hope they will share their ideas as well.

POLICY SUB-COMMITTEE: Before a final copy of the Use of Building policy can be made, we needed to finalize on a name for the space currently referred to as the multi-purpose room. Cheryl made a motion, seconded by Rebecca, that the space that was our library for almost 90 years be named "The 1931 Room". The vote to accept this designation was unanimous.

OTHER: None

OLD BUSINESS: None

NEW BUSINESS: None

The meeting was adjourned at 8:45pm by motion made by Rebecca and seconded by Nancy.

NEXT MEETING: Monday, March 13, 2023, 7pm

In person and on Zoom

Agenda: Minutes
Friends report
Historical Society report
Director's report
Budget
Strategic Planning
Policy sub-committee
Other

Submitted by: Mickey Jervas, Secretary