

Accepted 5/11/20

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
March 9, 2020

PRESENT: Ann Canning, John Higgins,
Mickey Jervas and Lisa Smyle
Via Face Time: no one
Absent: Shannon Castille and MaryPaul Yates
Library Director: Mark Makuc

Meeting was called to order - 7:10pm.

MINUTES: The minutes of February 10, 2020 were accepted by motion made by Lisa and seconded by John.

DIRECTOR'S REPORT: The coronavirus health issue was first issue to be discussed. The Southern Berkshire Kids program was cancelled for this week. Mark has had discussions with the staff. Wipes and hand sanitizer are on the circulation desk for staff and public use. There has been no official notification from the MBLC as to any change in protocol. After a thoughtful discussion it was decided that for the present we will just take it a day by day, doing the best we can for our patrons and wait for further changes.

At present the following events are scheduled for the multi-purpose room:

Wednesday, March 11th - 7pm - Select Board meeting on the schoolhouse.

Saturday, April 4th - 1pm - Bidwell House program about the Knox Trail.

Monday, April 6th - 7pm - Friends of the Monterey Library

Tuesday, April 7th - 6pm - Trustee Orientation.

It is great to have all these organizations interested in holding events here. Hopefully the coronavirus won't stand in the way of too many.

Mark attended a class on the upcoming U.S. Census. He learned that only 75% of the population is comfortable answering questions proposed by the government, even though answers are only to be used for statistics and no individual information can be accessed for 75 years. We are considered a QAC [Questionnaire Assistance Center]. Which means the public can come to the library for help in completing the census form.

It was agreed that we would hold our book sale on Saturday, July 25th, the same day as the Steak Roast, as we always have. Lisa suggested that we use the same format used in the last book sale. At that sale rather than set prices for items it was pay what you want.

Mark informed the AA group that had asked about holding Thursday night meetings at the library that no smoking was allowed on municipal grounds. Although that did not seem to be an impediment they decided not to have a meeting here.

The humidifiers are still not working properly. Mark keeps following up with all appropriate individuals and firms involved.

On the accounting front, Mark continues to work with the new team. It appears that we have spent all grant and town appropriated funds. There are still a few items to be clarified.

One issue that just turned up was a vendor whose payment, via the previous accounting firm, for a June invoice was not honored. A replacement check was supposed to be issued but to date has not been. It is little things like this that keep coming to light.

One of the event chairs was missing all but one screw. This led us to checking each of the 80 chairs and a number were found to have a single screw missing, always the same one. PSI, our distributor, sent Mark screws so that he can install them. A bit of work on our part but a problem found and fixed!

CHAIR'S REPORT: The Friends were supposed to have a representative at this trustee meeting to discuss wants and needs but no one was able to come. Franny Huberman, Friends president, would like to have a Friend attend each trustee meeting. Next Friends meeting is scheduled for April 6th.

Ann was happy to report that both John and Shannon are running for another term on the board.

The funding requests for the Town Warrant for the May 2nd Town Meeting were revised as requested by the Select Board and Finance Committee and were handed in to Melissa on February 24th.

OLD BUSINESS: None

NEW BUSINESS: None

The meeting was adjourned at 8:30pm by motion made by Lisa and seconded by John.

NEXT MEETING: Monday, April 13, 2020 7:00pm

Agenda - Town Meeting Preparation
Building progress

Submitted by: Mickey Jervas, Secretary