

Corrected & Accepted
5/10/21

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held via teleconference call
April 20, 2021

PRESENT Via Phone: Ann Canning, Shannon Castille,
Esther Heffernan, John Higgins, Mickey Jervas
and Lisa Smyle
Library Director: Mark Makuc
Absent: No One
Friends of the Library: Colleen Johnson

Meeting was called to order 7:05pm.

MINUTES: The minutes of March 8, 2021 were corrected and accepted by motion made by Lisa and seconded by Ann. A roll call vote was taken and received a unanimous affirmative vote.

FRIENDS REPORT: The Friends want to give a special thanks to Judy Kaminstein for all the hard work and dedication she has put into the plaque job, especially the "Wallpaper" banner with all donor's names.

The current show at the Knox Gallery displays photographs and drawings of Mike and Maureen Banner's silver holloware. Opening May 10th will be a show of Geoff Young's work curated by Phil and Sue Knoll. If it can work within our Covid-19 guidelines, they also plan to hold an outdoor poetry reading. An exhibition of Maureen Banner's painting will follow in mid-July.

The Cultural Council has approved a grant for transcribing more of the recorded oral history.

The Friends will cover any cost of this summer's children's programs that exceed the amount of that Cultural Council grant.

The fireplace upgrade will be done with a log-set, rather than an insert. This will not need to be vented and produces the least amount of heat. After discussing screens with the involved vendors, Mark saw that Del Martin had made a custom screen and discussed with him the possibility of Del making one for the library. Del's screen will be custom made, hand-crafted and attached to the fireplace face for safety.

Karen Shreefter, landscape designer, has been in touch with us about designing plantings for the front of the library. A preliminary meeting held on April 8th was attended by Julie Shapiro and Colleen Johnson representing the Friends, Ann and Mickey from the Trustees and Mark. They discussed Karen's suggestions, the site and its exposures, and their preferences. The trustees chimed in with their opinions to be added to the list.

A group of the Friends; Julie, Colleen and Carole Clarin, were able to find lightweight chairs for the deck and front porch that had high enough seats and were stackable. They are now searching for pads and a few small tables. Chairs are now on the deck and on either side of the original library entry.

Thanks to all who responded to December's appeal letter. Just over \$19,000 was raised and can be applied to the above and more needs.

DIRECTOR'S REPORT: The monies that the library requested for the fiscal year 2022 budget have all been honored and appear on the Town Warrant. John will attend Town Meeting and be available to answer any questions raised by the public.

We have received notice that the second portion of this year's State Aid, for a total of \$2,848.72, is on its way.

Two of the overhead light fixtures that were installed over the shelving have been moved so that they center over the aisles, making a big difference in visibility. Wiring for two additional fixtures is in place and as soon as the fixtures arrive, they will be installed.

The Monterey Library sign at the roadside was blown over and broken in one of the recent windstorms. Although it might be repairable, it was getting a bit aged. The sign consisted of two parts, the upper having just the name and town seal and the lower hours of operation. Since hours change and since they appear on the website, Mark suggested adding the website address to the upper portion. The lower portion could announce this as the location of the Knox Gallery. Discussion followed. In response to a comment that people do not know when the library will be closed for a holiday, a suggestion was made to have a sign on the door for a period of time preceding holiday closures. With all

in agreement, Mark will proceed by first getting a rendering from Ghi sign.

As there has been an uptick in local Covid-19 cases Mark has not changed our hours. He expressed his concern with the upcoming art show. The plan was for an opening on May 22nd, with refreshments; and a poetry reading on 6/10, outdoors under a tent. An active discussion followed which John summarized by saying: We didn't want an opening with a large number of people, or refreshments served. And we didn't want a large gathering on the front lawn under a tent. A number of suggestions will be passed on to MaryPaul Yates who is in charge of signing up the artists. The library has erred on the side of caution since reopening to the public and we feel we have offered a safe public space for everyone. We would like to maintain that standard.

CHAIR'S REPORT: John had sent out a copy of the Director's Evaluation Process which after review by the trustees had been slightly altered by the Evaluation Committee. Mickey asked that a vote be delayed until next month so that all could study the changes.

John had also sent copies of Mark's goals for the coming year which he and Mark had compiled. Shannon made a motion, seconded by Lisa, that we accept these goals. A roll call vote was unanimous. Mark will report to the trustees at June's meeting as to how he plans to meet these goals.

As she is not running for re-election, John thanked Esther for all her service to the town and library both as a staff member and as a trustee. She has been an important voice and asset.

OLD BUSINESS: None

NEW BUSINESS: None

The meeting was adjourned at 8:12pm by motion made by Lisa and seconded by Ann.

NEXT MEETING: Monday, May 10, 2021 7:00pm

Agenda: Minutes

Friends Report

Director's Report including budget

Annual Town Meeting

Director Evaluation Sub-committee report

Submitted by: Mickey Jervas, Secretary