

Accepted 9/13/21

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held via teleconference call
June 14, 2021

PRESENT Via Phone: Ann Canning, Shannon Castille,
John Higgins, Mickey Jervas, Lisa Smyle
and Cheryl Zellman
Library Director: Mark Makuc
Absent: No One
Friends: Carole Clarin

Meeting was called to order 7:05pm.

MINUTES: The minutes of May 10, 2021 were not available.

FRIENDS REPORT: The following is a progress report on ongoing projects as of the June 7th Friends meeting.
Plaques: Most have been installed, a couple of small ones will be done shortly.

Supplemental lighting: the two fixtures that needed to be moved have been, and two of the three new lights are installed. The third is backordered.

Deck furniture: Eight chairs are in place. Tables and cushions are being researched.

Landscaping: Team is working with Karen Shreefter. There will be ground cover, and large planters [which can be removed in winter] will be planted with colorful annuals.

Exterior Signage: Final wording to be approved by Trustees, after which order will be place.

Gas Fireplace: holding off till September.

Book sale: Mickey noted that due to the volume of books on hand since there was no real sale last year, number one there had to be a book sale and two, it could not be in the same format as last year. The Friends concerns including the need for numerous volunteers to run the sale, were expressed and options were put forth. It was decided to hold another meeting concentrating on just the book sale after the Trustees meeting on June 14th.

Future projects and goals for the Friends were discussed. These need to be coordinated with the Trustees.

DIRECTOR'S REPORT: FY21 budget: Cost of repairs to the copier, which were expensive, were taken out of State Aid funds. There may be additional expenses that will need the

help of State Aid, which the Trustees authorized at the May meeting.

FY22 budget: After discussion with the staff as to usage needs that they have seen, new expanded hours will go into effect on July 1st. We will be open for 31.5 hours per week, a 12 hour increase from just a few years ago. The library will be open from 9am to 1pm on Tuesday, Wednesday, Thursday and Saturday. Afternoon and evening hours will remain the same except that the Wednesday afternoon shift will start at 1:30 instead of 2pm.

Building: With the exception of another light needed on the ramp, the lighting project has been completed. There have been positive responses to the plaques, especially the donner banner in the lobby. There are some small issues with the vinyl, but Honorcraft is coming back to iron those out.

The landscaping pots have been ordered and are expected shortly, after which the planting will take place. Mark showed the Trustees two different options for the wording of the exterior signs. After some discussion a choice was made and Mickey made a motion, seconded by Cheryl, to accept the "Monterey Library" wording. A roll call vote was taken and the motion passed unanimously.

COVID-19: Mark wants to continue requiring masks inside the library, in great part because of the many unvaccinated children who use the library. At the art opening on May 22nd, Julie Shapiro monitored the door making sure everyone was masked and that they maintained the 20 person limit imposed by the Trustees. The poetry reading on June 12th was held on the side lawn, so no masks were required. About 50-60 people attended.

Children's Summer Programs: All programs are scheduled to be held outside. If weather is bad, they will be held under the Community Center tent.

Other Programs: The Community Center will be using the multi-purpose room on July 11th, for an artist's discussion, and the Bidwell House has asked to use the space for a program on August 14th, in the late afternoon or evening. Both these programs require pre-registration, so we can limit the number of people and requirements for masks if needed at that time. The Trustees were fine with these proposals and welcome similar events.

Book Sale: The staff has been reporting that people are asking for a book sale. The combination of a new building and layout, together with COVID has made decisions on the book sale difficult. A lot of discussion followed as to whether there should be one, when, how, etc. Finally, John suggested we go ahead with the usual date, morning of the Steak Roast, with appropriate restrictions. We will put the Book Sale question on the agenda for the October meeting after we see how this one works out. So, the Book Sale will be 9am - noon on Saturday, July 31st.

Mark asked that he be allowed to delay his report on how he will meet his Performance Goals until the next [September] meeting.

CHAIR'S REPORT: John informed the Trustees that Mark's contract for FY22 is available at the circulation desk for all Trustees to sign.

OLD BUSINESS: None

NEW BUSINESS: None

The meeting was adjourned at 8:25pm by motion made by Lisa and seconded by Ann.

NEXT MEETING: Monday, September 13, 2021, 7pm, in person
Agenda: Minutes
Friends Report
Book Sale
Director's Report including budget
Director Report on meeting evaluation goals
Other

Submitted by: Mickey Jervas, Trustee