

David and Joyce Milne Public Library
Board of Trustees Meeting Minutes
Wednesday, April 8, 2015

Present: Rebecca Ohm, Kathleen Schultze, Peter Mehlin, Pat McLeod, Katherine Myers, Mark Maniak, Geoff Hedden, David Dewey & Ginny Sheldon, Mike Sussman, Sue Pike (Friends), Donna Chenail(WHM)

The meeting was called to order by Rebecca Ohm, at 5:30PM.

1. Minutes of March 11, 2015 Trustees meeting were approved.

2. **Treasurer's report:** (see attached)

Peter Mehlin reported Trustees Annual Fund Account balance \$77, 553.58, interest \$34.25; Carpenter Fund balance \$9,920.15, interest \$8.13 and Botsford Fund balance \$85,046.80. Sara Tenney Osborne Fund \$24,629.35.

4. **Director's report:** Highlights: (see attached complete report)

Pat reported on trouble with the new town phone carrier and service. She attended a meeting recently with the new phone company, Cornerstone as well as the Town and its other entities. The phone system connects all of the Town buildings through radio antennas mounted on the different Town buildings. The phone at the library has been dysfunctional frequently and when this happens the library's burglary, panic and fire alarms are down. The Town has agreed to return to copper lines for service which will mean a more stable service.

The Master Plan survey was emailed to 4,000 recipients on April 6th and paper copies were distributed at 6 locations. It will also be distributed at May Town Meeting.

The library has purchased a new digital magazine service call Zinio. Fifty magazines are available on-line. There is a link on the library website

The new art exhibit at the library is by illustrator Michael Horowitz and it has been very well received. These are illustrations from a weekly column Michael and his wife wrote for the Advocate back in 1985-1991. There are several large pieces which are for sale for \$200/each. Pat inquired if the Trustees would be interested in purchasing these larger pieces to display on the larger open walls in the library. The Trustees had some concern about the precedent that might be established if the library were to begin to buy art work for display. The Trustees asked Pat to return to the next Trustees meeting with a proposal for a library policy about purchasing permanent art collection.

5. **Committee reports:**

a. **Friends** – Sue Pike

Bibliophile is being sent out this week

Friends website is malfunctioning and not accessible. The Friends is using Facebook and the library website to disseminate Friends information particularly about the upcoming Book Sale Book Sale update – the final details are being worked on. No more book donations are being accepted at the Southworth building. Sue brought raffle tickets for any Trustees interested in selling raffle tickets. Raffle winner will have choice of one of three different computer devices: iPad mini, MacAir or Samsung Galaxy.

Southworth building lease with Williams College ends June 15. The final walk through is scheduled for June 12

-Rebecca presented the Foresight Land Services Proposed Access Improvement Plan. This is the engineering, surveying, and planning company that the Trustees hired to formulate a preliminary plan for a curb cut and access to basement for possible use by Friends for their annual Book Sale. This report was shared with Trustees and will be shared with Tim Eagle from EDM to get his input on the proposal.

6. Old Business

- a.) Update on library heating system – Pat reports that adjustments were made to current heating system and it has been working fine. No parts needed to be replaced
- b.) Timing of Trustees Annual Appeal letter – David proposed that the letters be sent out shortly after the April Book Sale. The Trustees agreed that this was a good time to start the 2015 Spring Trustees Appeal

7. New Business:

- a.) Williamstown History Museum: Rebecca presented an update on the Museum's possible move from the library. Trustees are waiting for May Town Meeting to know whether or not Museum will receive Town funds to pay for a move. Rebecca requested that Trustees place on the agenda for a future meeting, discussion of possible uses for WHM space if the Museum chooses to vacate the library. Pat suggests that the space be used for Friends Book Sale. Rebecca would like to see a community meeting space be created.
- b.) Book Sale volunteer appreciation party – Motion was made and seconded for Trustees to allocate funds up to \$100 to be used for the volunteer appreciation party being held April 29. Motion passed unanimously. Friends also requested permission to serve alcohol at the meeting in accordance with library policy. The Trustees passed a motion to approve serving alcohol at the party.

Next meeting: Wednesday **May 13, 2015** at 5:30.

The meeting was adjourned at 7:15PM

Documents distributed at this meeting:

Agenda for April 8, 2015 meeting
Approved minutes of March 2015 Trustees meeting
Treasurer's Report for Feb 28-March 31, 2015
Director's monthly report

Respectfully submitted
April 30, 2015
Kathleen Schultze , Secretary