

David and Joyce Milne Public Library  
Board of Trustees Meeting Minutes  
Wednesday, October 21, 2015

Present: Kathleen Schultze, Peter Mehlin, Pat McLeod, Katherine Myers,  
Karen Kowitz, Charles Bonenti, Bridgit Spann, Susan Abrams (Friends),  
Absent: Rebecca Ohm

The meeting was called to order by Katherine Myers, Vice Chair at 5:33PM.

1. Minutes of September 2015 Trustees meetings were approved.

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

Peter Mehlin reported on Sept 1-30, 2015 as follows: Trustees Annual Fund Account balance \$86,898.66, interest \$35.07; Carpenter Fund balance \$9,944.99, interest \$4.06 and Botsford Fund balance \$85,861.05, Aug & Sept interest \$184.92; Sara Tenney Osborne Fund \$24,629.35. Peter reported on activity since Sept 30. This included a withdrawal from the Carpenter Fund for new books costing \$124.34 and a \$2000.00 deposit in the Trustees Annual Fund. Report was accepted as presented.

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

As of 9/15 the Trustees Annual Fund is \$25,445. Reminder post cards went to 58 households by Oct 1. These households had donated over \$100 to the Annual Fund in years past. Karen helped Pat sort the database to group these donors.

Upcoming library programs include: Kathryn Hilfinger will have 2<sup>nd</sup> meeting of the Spanish book group; Jerry Schneider will present The Wonderful World of Bats on Oct 22; Elizabeth Zunon, illustrator, will be presenting after school craft workshop connected to Words are Wonderful and songwriter Bernice Lewis will be doing a Ukelele Festival for all ages in Nov. BYO Ukelele.

Library front sidewalk is under repair and will be blacktopped and re-opened later this month.

Air-conditioning is being installed this week in back portion of library. This is being paid for by an anonymous donor.

The library will be hosting a StoryWalk based on the book *Shoes* authored by local writer Elizabeth Winthrop. StoryWalk is a collaboration with Family Center of Northern Berkshire and Milne Library.

Pat purchased Artists Work which is a link on the library website for art and music. Artists Work can be found as a link in the *digital café* portion of the library website.

5. **Committee reports:**

a. Friends – Susan Abrams

Renovations to basement should start next week and take 2-3 weeks to complete.

Pat described a situation that occurred recently with moldy books being brought into the library as donations for Friends 2016 Book Sale. Some staff and patrons could not tolerate the strong odor of the mold and some have allergies to mold. Pat notified Friends Book Sale committee to let them know that moldy books could not be brought into the library.

The Friends website will now be managed by Brain Spiral a local computer service.

6. **Old Business**

a.) Trustees Annual Fund – Pat shared the most recently updated spreadsheet of donors. 58 households received reminder postcards. Karen volunteered to sort the database to group those among the 58 donors who have yet to respond to this most recent mailing. She will email this list to the Trustees. Some of the Trustees have volunteered to make contact with people on this list to remind them of the Annual Appeal.

b.) Volunteer/Staff Appreciation Reception – Wed Nov 4, 2015 4-6PM. Invitations were mailed a couple of weeks ago. Menu was decided and Trustees volunteered to supply the beverages and ice. Kathleen will contact Deborah Gallagher Caterers to finalize menu and logistics. We will be using the back 2 meeting rooms and not the rear lobby since Friends is now using that space for donations to Book Sale.

7. **New Business:**

- a.) Karen Kowitz and Charles Bonenti plan to attend the MBLC Trustees Orientation program
- b.) Friends request – Friends requested permission from the Trustees to serve alcohol at their December annual meeting which includes a reception for members. This event will be held at the library. A motion was made to grant Friends permission to serve alcohol on library premises for this particular event. Motion was seconded and passed unanimously.

**Next meeting:** Wednesday **Nov 18** at 5:30.

NB: This is the 3<sup>rd</sup> Wed of Nov as the 2<sup>nd</sup> Wed of Nov is Veteran's Day and the library will be closed.

The meeting was adjourned at 6:47PM

Documents distributed at this meeting:

- Agenda for Oct 21 meeting
- Approved minutes of Sept 2015 Trustees meeting
- Treasurer's Report for Sept 1-30, 2015
- Director's monthly report

Respectfully submitted

Oct 31, 2015

Kathleen Schultze , Secretary