

David and Joyce Milne Public Library
Board of Trustees Meeting Minutes
Wednesday December 9, 2015

Present: Rebecca Ohm , Kathleen Schultze, Peter Mehlin,, Katherine Myers, Charles Bonenti, Pat McLeod, Bridgit Spann, Pat Leach (WHM)

Absent: Karen Kowitz

The meeting was called to order by Rebecca Ohm, Chair at 5:32PM.

1. Minutes of November 2015 Trustees meeting were approved.
2. **Treasurer's report:** (see attached)

Peter Mehlin reported that he had not received any monthly bank statements from Mountain One prior to this Dec meeting. He will present at next Jan meeting. Peter did include activity since last Treasurer's report in November. Peter reported that the Town has renegotiated interest on all our deposits from 0.5% to 0.68%. Report was accepted as presented.
3. **Director's report:** (Pat McLeod - see attached report)

Trustees 2015 Annual Fund as of 12/7/15 has received \$27,375.00 from approx. 250 households
Moresi Construction will most likely be finished with basement renovation next week.
The Library Legislative Breakfast is scheduled for Friday Jan 22 at 8:00AM at Berkshire Athenaeum in Pittsfield. Some of the Trustees plan to attend.
The Milnes sent boxes of candy for staff and a poinsettia for front of library.
The library will be using a new statewide catalog, Commonwealth Catalog (ComCat). Staff have been attending training and webinars,
Priscilla Coulter left her position in ILL at the end of August for health reasons.
Pat attended the recent Town budget meeting and learned that there will be a 10% increase in health insurance with no increase in co-pays and there will be a 2% cost of living increase for Town employees. Pat will send Trustees library budget prior to Jan meeting
4. **Committee reports:**
 - a. Friends – Katherine as liaison to the Friends reported
The Friends Annual Meeting is scheduled for tonight following Trustees meeting followed by holiday party. Trustees are invited.
5. **Old Business**

Trustees Annual Appeal – Time line for 2016 Trustees Annual Appeal will be discussed at January meeting.
6. **New Business:**
 - a.) Williamstown Historical Museum - Pat Leach reported on status of WHM move to Little Red Schoolhouse building in South Williamstown. WHM Board is in the process of reviewing the new lease for the building with the Town who owns the building. Tom Loughman is the WHM liaison to the Town. An inspector has been to the building and made a list of recommended re-mediations that would need completion prior to occupancy. The plan is to move the museum into the building in the Fall 2016.
 - b.) Master Plan Committee – Rebecca reported that the committee met last night to review the results of the Town wide survey the library conducted this year. 60% of respondents were over 50 years old. The next Master Plan Committee meeting is Jan 27. Some of the common issues/threads from the survey:

- Library hours of operation
 - Library user education – services that library provides to educate public
 - Customer services
 - Marketing services and outreach
- c.) Williams College 2016 Common Read – Rebecca reported that the College has selected *The Sixth Extinction* by local author Elizabeth Kolbert as the fall common read. Rebecca queried the Trustees and Pat to see if library wanted to initiate another Town Read in conjunction with the College. Pat has spoken to the staff and they agreed that this book was not an appropriate book for a Town Read project.

Next meeting: Wednesday **Jan 13** at 5:30PM

The meeting was adjourned at 6:45PM

Documents distributed at this meeting:

- Agenda for Dec 9 meeting
- Approved minutes of Nov 2015 Trustees meeting
- Treasurer's Report
- Director's monthly report

Respectfully submitted
Dec 31, 2015
Kathleen Schultze , Secretary