

David and Joyce Milne Public Library  
Board of Trustees Meeting Minutes  
Wednesday April 13, 2016

Present: Rebecca Ohm , Kathleen Schultze, Peter Mehlin, Pat McLeod, Karen Kowitz , Bridget Spann, Ginny Sheldon & Sue Pike (Friends)

Absent: Katherine Myers, Charles Bonenti,

The meeting was called to order by Rebecca Ohm, Chair at 5:33PM.

1. Minutes of March 2016 Trustees meeting were approved.

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

Peter Mehlin report from Feb: Trustees Annual Fund balance is \$83,963.13, interest \$65.92; Carpenter Fund \$9,983.19, interest \$7.82; Botsford Fund \$85,861; Sara Tenney Osburne Fund \$24,629.35. Donations that continue to come into 2015/2016 Annual Appeal will be added to 2015/2016 Appeal total until the 2016 Appeal letter is mailed.

3. **Director's report:** (Pat McLeod - see attached report)

Trustees 2015/2016 Annual Fund as of 4/13/16 is \$32,535.

Pat met with Marc Jaffe, a former Library Trustee and VP in publishing about having an Annual Book Fest at the Library. This would be a literary festival with local authors. Festival is in preliminary planning stages. Pat is looking for a Festival coordinator and as more details are worked out she will report back to the Trustees.

Two programs are scheduled for the school vacation next week: Magic by Scott Jameson and Creating Cartoons

Pat reported on the excellent Public Library Association conference she attended in Denver.

Juliana won the Kay Bader Scholarship from MLA to attend their annual conference in Hyannis. Pat shared the essay that Juliana wrote for her Scholarship application with the Trustees. Congratulations, Juliana!

4. **Committee reports:**

- a. Friends – Ginny & Sue reported that Annual Book Sale will be held next weekend. They thanked the Trustees for their support of the Friends Thank You party for Book Sale Volunteers to be held April 27 4:30-6 at the Library.

5. **Old Business**

- a.) Update on Master Plan – Rebecca reported that the final drafts of the Plan that have been completed. Goals and objectives need to be formulated from the user's needs assessment that was done.
- b.) Library Director Evaluation update –Rebecca emailed Trustees the draft of the summary letter and Trustees made comments over email. The letter is completed but still needs to be signed. Pat thanked Trustees for this valuable process and commented on things that she learned through this process.
- c.) Trustees Annual Appeal 2016 letter – Rebecca reported for Katherine that the letter has gone to the printer and will be mailed the first week in May. Thank you, Katherine and Charles!

6. **New Business:**

- a.) Trustee elections – two Williamstown residents have filed nominations papers. There will be 2 vacancies on Library Board of Trustees. The new term begins in June. Rebecca described Chair duties and importance of open meeting laws to Trustees. She asked the remaining Trustees to consider stepping into the Chair position. Peter agreed to remain as Treasurer and Kathleen will continue to be Secretary. Charles is currently liaison to Friends.
- b.) Friends Book Sale –Rebecca urged Trustees to volunteer at Book Sale next week
- c.) Other Matters – Pat presented a proposal she received from the Croquet League Association of Williamstown. They are requesting that the Library host this Association for the 8 week 2016 season. Request came from JoAnn Erenhouse who has organized these events before. See attached details outlined by Croquet Association. Library grounds will have to be approved by the Association for 6 croquet fields. The Library would assist with registration and publicity. A motion was made and seconded that if Library grounds are deemed suitable, the Library will host the 2016 Croquet League Association. Motion passed unanimously.

**Next meeting:** Wednesday **May 11** at 5:30PM

The meeting was adjourned at 6:40PM

Documents distributed at this meeting:

Agenda for April 13 meeting  
Approved minutes of March 2016 Trustees meeting  
Treasurer's Report  
Director's monthly report  
Croquet League Association Outline

Respectfully submitted  
April 30, 2016  
Kathleen Schultze , Secretary