

Board of Trustees Meeting Minutes
February 10th, 2021
5:30pm
Remote Meeting via Zoom for the
David and Joyce Milne Public Library

Trustees Present: Charles Bonenti (vice-chair, arrived late), Debra DiMassimo, Karen Kowitz, Micah Manary (secretary), Peter Mehlin (treasurer), Bridget Spann (chair), Pat Wilk (Friends liaison)

Staff Present: Pat McLeod (library director)

Others Present: Michael Sussman and Pam Art (representing the Friends)

The meeting was called to order by Bridget at 5:32pm.

Approval of Minutes from January Meeting: (Micah Manary)

The minutes for the regular January meeting were presented with minor edits. Peter moved to approve these minutes, Karen seconded, and all present voted in favor via a roll call vote, except Micah who abstained (and Charles who was absent).

Treasurer's Report: (Peter Mehlin)

Peter presented a report of current fund balances and recent contributions for January.

Trustees Annual Fund, balance January 29, 2021	\$38,899.27
Interest January 1 – January 29, 2021	\$34.90
Carpenter Fund, balance January 29, 2021	\$10,458.11
Interest January 1 – January 29, 2021	\$9.09
Botsford Fund, balance January 29, 2021	\$73,913.26
Interest January 1 – January 29, 2021	\$64.22
Sara Tenney Osborne Fund, balance January 29, 2021	\$24,629.35

Activity from January 1, 2021:

Deposits:

January 7, 2021: \$150.00
January 12, 2021: \$3,100.00
February 8, 2021: \$325.00

Debits:

January 12, 2021: \$75.00 (Jeffrey Agostini stipend for display)
January 14, 2021: \$5,000.00 (transfer to Renovation Fund)
January 19, 2021: \$125.00 (Williamstown Chamber of Commerce membership)

February 8, 2021: \$75.00 (Jeffrey Agostini stipend for display)

Micah moved to approve this report, Deb seconded, and all present voted in favor via a roll call vote except Peter who abstained (and Charles who was absent).

Director's Report: (Pat McLeod)

The Director is working with the town on the budget, with modest increases accounting for cost of living. The Trustees will pay 50% of the salary for our maintenance staff member. The archives are beginning to be cleared out, with help from the Williamstown Historical Society. The library has partnered with the Harper Center to provide solutions for some patrons who cannot visit the library themselves. Weeding continues aggressively. Adult programs are continuing steadily. The "Who's who" e-blast was quite successful.

[Charles arrived during the Friends Report.]

Friends' Report: (Pam Art)

The Friends have not met in a few months, though a meeting is scheduled for next week. Library staff members are being invited to meetings, including one this month. Memberships are coming through, and the donation center is reorganizing stock. Chapter Two is steadily open three days a week, and has extended hours for President's Day weekend. The Amazon online project is realizing a profit and quite exciting.

Building and Grounds Committee Report: (Charles Bonenti)

The committee meetings have been quite productive, with discussions on the future of the young adult area and reference area. The full front-to-back tiling is complete and uniform.

2020-2021 Renovation Expenditures:

Craig Family Trust:	\$30,000 contributed, \$0.00 expended to date
Friends of the Library:	\$30,000 contributed, \$29,273.67 expended to date
Conway Glick (via Trustees):	\$40,000 contributed, \$39,683.19 expended to date
Annual Fund (via Trustees):	\$5,000 contributed, \$0.00 expended to date
Totals:	\$105,000 contributed, \$68,956.86 expended to date

COVID Reopening Updates: (Pat McLeod)

The current situation is working well, and we expect to keep that status quo for the near future. There is no push from the public to reopen more fully, and we are retaining the 25% total building occupancy limit (relevant for staff and vestibule service).

Annual Appeal: (Karen Kowitz)

This year's appeal has yielded \$31,536 to date. We sent a reminder in the e-blast, and will look in to following up with past large donors who have not contributed yet this cycle.

Cell Phone Policy: (Micah Manary)

Minor edits to the proposed cell phone policy were proposed. The new policy will be considered for a vote at the next meeting.

Peter moved to adjourn the meeting. Deb seconded. All voted in favor via roll call vote. The meeting was adjourned at 6:19pm.

The next meeting is scheduled for Wednesday, March 10th, 2021, at 5:30pm.