

## Minutes

### M.N. Spear Memorial Library

#### Trustee Meeting 5/2/16

Present: Molly Moss, Kate Cell, Michele Regan-Ladd, Mary Anne Antonellis, Gail Fleischaker, Michele Cunningham Absent: Dale Houle

- Approved Minutes from 3/21/16 & Director's Report unanimously
- Kayak policy review - One bullet added: Out of town guests who have completed appropriate paperwork and are accompanied by a Shutesbury resident may use canoes and kayaks. Gail will update and post. Kayaks will be available for use starting May 14, 2016.
- Budget update - discussed clerical error in budget. This will mean we don't get 2.5% required for this year but previous year will cover and we will need to request more next year.
- Message Box for Town Meeting: Kate will update the Message Box after Valley Gives and Spring Cleanups – this year 15 jobs 20 different volunteers. Mary Anne will provide the data on that for Kate. Kate will send updated Message box to Trustees with designated speakers to address specific elements if needed. Town has other priorities in particular Broadband – we are a positive force behind that. Town can only do so much – we will keep saving and serving. We have high level of circulation compared to other communities in the state, rich innovative programming for all age levels – will keep serving to the best of our ability. Brad will attend Town Meeting
- Town Meeting Café – Trustees will bring brownies or muffins or bagels, etc. by 9:00.
- Focus Group Details - Town Hall 7:30, Monday 5/16. Arrive at 7:00. Three questions: Strengths, Challenges, Most Important Next Steps. Michele C. will scribe on the chart – Michele RL will be timekeeper giving people two minutes – bring paper for people to write on and request they write/talk prior to sharing. Molly will bring fruit. Friends will provide juice and seltzer, paper products. Planning on one hour.
- Valley Gives Day, May 3, 2016 – Share on FB throughout the day.
- 194 survey results so far.
- Volunteer recognition day. Sat. May 14<sup>th</sup> 4:00 PM Town Hall Green. Please attend if possible.
- Ice Cream Social June 17<sup>th</sup> will communicate via e-mail to set that up.
- Next meeting Focus Group 5/16.
- June Meeting - June 20, 2016, 7:30. Last Meeting for Gail Fleischaker.

#### Agenda

- Debrief town meeting and focus group.

Minutes respectfully submitted by Michele Cunningham, Secretary