

## **Minutes**

### **Trustees of the M.N. Spear Memorial Library**

**July 29, 2019**

Attending: Director - Mary Anne Antonellis, Co-chairs – Kate Cell & Michele Regan-Ladd, Michele Cunningham, Savanna Ouellette, Jaime Donta, Brad Foster

April 29, 2019 Minutes and July Director Report approved unanimously as written.

Update on Jerry Kline Community Impact Grant application. Grant was submitted and written as a very well detailed story and Mary Anne will share the report with Libby Post for future reference. The winning library will be featured in the next issue of Library Journal. Mary Anne will also send details of other aspects of report to Trustees when she returns from vacation.

Library Director Salary subcommittee update –Next steps back to the committee. Mary Anne will send us all a job description and we will discuss at our next meeting.

Discussed the UMass non-profit fair which has the potential to be a great networking opportunity. Mary Anne will attend and invite Friends to accompany her to the event.

Mary Anne will draft a copy of information regarding digital circulation to include in the next Our Town Newsletter and will send to Michele Regan-Ladd to review before the deadline coming in August.

Discussed the Spear Trust and the amount of interest earned and Trustees and Mary Anne will review those figures at our September meeting.

Town Meeting reflection – The library budget \$25,000 town contribution was challenged, but lots of support came from the community and it was approved.

Discussed Kate's role as co-Chair and the challenges and expectations required in her role at work which may interfere with her ability to continue as co-chair during the coming year.

Next Meeting – Monday, September 16, 2019 at 7:30 at the library.

Agenda for September meeting

- Discuss Mary Anne's job description and sub-committee updates
- Discuss Spear Trust
- Discuss Kate's role as co-Chair of Trustees.
- Trustee Board Elections

# July 2019 Director Report

M.N. Spear Memorial Library  
Director - Mary Anne Antonellis,  
Director Report July 2019

## Community Outreach

In June, I visited most of the elementary school classes during their library time to talk about the library and summer reading.

In July, I met with the Recreation Committee to coordinate fitness classes.

## LSTA grant

At its July 11th meeting, the Massachusetts Board of Library Commissioners approved a provisional Innovative grant in the amount of \$15,000 for your Library Services and Technology Act (LSTA) special project. The grant, Toward of Community Culture of Fitness was a collaboration between Rosie Heidkamp and me. The funds will be divided equally between our two libraries and mostly be used to provide fitness related programming.

## Circulation

Physical items – 33,302 (FY19 – 33,423)

Digital items – 4,081 (FY19 – 2,827)

Slight decrease in physical circs but our digital circs increased by more than 25%.

## Networking possibilities

**I have registered the Friends of the Library for this event.**

Umass Non-profit fair

One or more of the fantastic donors who give through our workplace giving campaign at UMass Amherst have requested your organization's presence at our upcoming campaign launch party and nonprofit fair. The event will be held on **Tuesday, October 22, 2019** in the Great Hall of the Old Chapel building from 11:30 -1:30pm. We would love to have you join us so you can meet our donors and tell them about the great work you are doing! We will even cover your parking during the event. Here's a bit more information.

## About us:

The UMass Amherst Community Campaign (UMACC) is a workplace giving program and employee benefit that makes it easy for employees and retirees to give to any 501 (c)(3) nonprofit that they choose. Many opt to give via payroll deduction which means that pledges are

likely to be fulfilled. This year's UMACC goal is to raise \$450,000. Typically, 60% of what we raise goes to local nonprofits. Over 6000 UMass employees and retirees are eligible to donate through the campaign. This year the campaign will be open between October 22, 2019 and January 31, 2020.

### **The MBLC is offering Trustee Orientations this fall.**

These sessions are for new library trustees, seasoned board members, and library directors. Trustee Orientations are run by Maura Deedy, Library Advisory Specialist and Rob Favini, Head of Library Advisory & Development.

At each session we cover board responsibilities, library funding and State Aid, state laws with relevance to libraries, and how to be an effective advocate for libraries. Time is included for questions and answers. Orientations are a great opportunity to meet key staff at MBLC who work with trustees, trustees from neighboring communities, and Commissioners at select orientations.

All Trustee Orientations are from 6:00 pm to 8:00 pm.

Wednesday, September 25, 2019      Goodnow Library, Sudbury  
<https://mblc.libcal.com/event/5597768>

Wednesday, October 09, 2019      Westfield Athenaeum  
<https://mblc.libcal.com/event/5597771>

Wednesday, October 16, 2019      Chelmsford Public Library  
<https://mblc.libcal.com/event/5597774>

Wednesday, October 30, 2019      David & Joyce Milne Public Library, Williamstown  
<https://mblc.libcal.com/event/5597793>

Tuesday, November 05, 2019      Middleborough Public Library  
<https://mblc.libcal.com/event/5597797>

### **Spear Trust**

The Spear Trust earned \$2,517.42 in interest in the quarter ending 6/30/2019. The balance in the expendable trust is \$35,676.37. We budgeted spending \$1,000 from this account for our CWMARS assessment.