

Minutes
Trustees of the M.N. Spear Memorial Library
November 18, 2019

Trustees present: Kate Cell, Michele Regan-Ladd, Brad Foster, and Savana Ouellette.

Trustees absent: Michele Cunningham, Jaime Donta

Guest: Tim Logan

Minutes and Director's report

Tabled until next meeting

Budget

Budget prepared by Mary Anne. Reviewed by Brad.

Review of certification requirements.

Discussion of grant funded fitness programming, need for free fitness programs, and developing a sustainable programming budget.

Capital request of \$25,000 has been submitted to Capital Planning.

Brad made a motion to accept the budget as presented, Savanna seconded the motion which passed unanimously.

Action plan FY 21

Goals outlined in the plan focus on continuing to strive to provide excellent service.

Brad made a motion to accept the Action Plan. Michele seconded the motion which passed unanimously.

Discussion of what the goals might be if space were not an issue.

Discussion of library's role and responsibilities in meetings culture, education, and community engagement needs.

Annual report

Discussion about growing number of programs, continued increase in circulation, volunteer service, and community partnerships outlined in the report.

Brad moved that we accept the Annual Report as amended. Savanna seconded the motion which passed unanimously.

Savanna made a motion to allow Kate to sign the annual report with edits. Brad seconded. Motion passed.

Edits to annual report – fix budget line so it matched actual budget, fix typo in dog tax amount, add percentage increase of circulation.

Parsonage

Discussion about Parsonage which is for sale and a special town meeting has been scheduled.

The library has no position on whether or not the town should purchase the property.

Other business

Tim Logan is a volunteer at the Center for New Americans. Tim shared his thoughts that there may be more refugees and asylum seekers in our area in the near future. Tim has been thinking about creating a satellite location for ESL classes.

Kate suggested we could talk about this at our next meeting. Add to agenda for next time.

Next meeting – December 16, 2019, 7:30 pm, at the Library

Minutes October and November

Director's report November and December

Job Description

Report from Giving Tuesday

Year-end appreciations - Mary Anne will bring cards.

Meeting adjourned 8:45 pm

Director Report November, 2019

M.N. Spear Memorial Library
10 Cooleyville Road
Shutesbury, MA 01072
Mary Anne Antonellis, Director
November 15, 2019

Senator Comerford's Library Tour

Senator Comerford visited on Sunday, November 3rd from 2-3 pm. Thirteen people attended and participated in a good discussion. School funding, west-east rail and other forms of public transportation and climate change were among the topics addressed.

Survey

As of today, there have been 91 responses to the survey. I will continue to promote it.

Grants

I successfully applied for two grants from the New Salem Academy.

A \$1,500 grant will provide additional strength training and Zumba Gold classes.

A \$1,200 grant will bring the Whalemobile, a life-sized inflatable humpback whale, to Shutesbury Elementary School for a day. I have chosen to provide this program during the school day to give access to this special experience to a larger group of children than we could expect outside of school.

Computers

The staff computers have Windows 7 which will no longer be supported by Microsoft. Hank Allen will upgrade them to Windows 10.

229 Leverett Road and the Parsonage

229 Leverett Road has come back on the market. I looked at it with a real estate agent.

The Selectboard has scheduled a Special Town Meeting on Tuesday, December 3rd with a warrant article asking if the town will purchase the parsonage.

Vacation

I will be on vacation from December 30th until January 12th. With the exception of the Wednesday yoga classes, fitness classes will not take place while I am away.

Friends of the Library

Annual Meeting – Sunday, November 3rd, 10 am, at the Library

New officers elected

President, Matt Franz

Treasurer, Susie Mosher

Clerk, Weezie Houle

Members-at-large

JoAnn Bernhard, Penny Jaques, Tim Logan, Melanie McNeill, Dan Paquin and Fred Steinberg

At their meeting, the Friends expressed support for free library programming and services and appreciation for the opportunities provided through grant funding.

Giving Tuesday – Tuesday, December 3rd. This is the Friends annual membership drive. All donations are shared equally between the Friends' general fund and the Friends' new library fund.

Soups and Stews dinner the SAC, Friday, December 6th, 6 pm

2020 Calendar – The Friends are creating a 2020 calendar with photos submitted by Shutesbury residents. Shutesbury resident, Greg Caulton is a graphic designer and he volunteered to set up the calendar for us. It looks awesome.