

Trustees of the M.N. Spear Memorial Library
December 13, 2021, 7:30pm, on Zoom
Minutes

- Members present: Michele Regan-Ladd, Tim Logan, Brad Foster, Savannah Ouellette, Melanie DeSilva
- Mary Anne Antonellis: Library Director

Mary Anne made an announcement that the meeting is being held via Zoom due to the pandemic.

- November 29nd meeting minutes approved unanimously.
- Library Budget discussion
 - We're asking for an increase in the library assistant line because currently there isn't enough in the budget to cover the director's vacation time. There needs to be enough money in the budget to cover the vacation time the director is allowed to take annually.
 - In order to meet certification, we don't need a budget increase this year.
 - The revolving fund/dog tax fund has become smaller over time because the library no longer charges fines.
 - Grant line- line 25- the reason it's lower this year is that we just finished some grants. Mary Anne will be applying for more grants. Community network for children grant decreased because we haven't been doing as many children's programs because of COVID.
 - The interest from the Trust Fund is \$750 this year.
 - Acquisitions and serials are materials, and the library is required to spend 20% of its budget on materials.
 - \$25,000 is included for capital planning because we don't know if we're getting the grant and if the town will approve the request at town meeting. If town meeting funds the grant then we'll withdraw the request.
 - Budget approved by the Trustees unanimously.
- Grant application has been submitted, and the members of the review team will visit Shutesbury at the beginning of January. When will we know the building estimate? The MBLC will choose a project and then will hire a professional cost estimator. A project is being chosen by the beginning of February.
- Friends annual meeting: The officers stayed the same. Two new members at large were elected. Everyone stayed on the board except for one person. The Friends are forming two sub-committees: Funding and Campaigning. If a Trustee is interested in being on the campaign committee, they should contact Susie. Also Susie is confirming that a Trustee is allowed to be on the campaign committee.
- Open Space Proposal: If approved, the town could become eligible for state grant funding. The part relevant to the library includes supporting the building of a new library and including trails and a playground. Also, another relevant part is improving handicapped access to municipal buildings which is

a huge issue for the library. Melanie and Tim will attend the meeting Thursday night; registration for the meeting is required.

- Finance committee meeting tomorrow night: 7pm- As many Trustees as possible should attend.
- Fundraising:
 - Giving Tuesday: 193 donations and \$35,000
 - Soups and Stews dinner: \$700
 - Shutesbury swag sale: \$475
 - Calendar sales are ongoing

Documents discussed at the meeting:

- Budget

Next meeting: Wednesday, January 26, 7:30pm

Respectfully submitted by Melanie DeSilva, Secretary, Library Board of Trustees