

Trustees of the M.N. Spear Memorial Library
January 26, 2026 7:30pm, Zoom
Minutes

- Members present: Mel DeSilva, Elizabeth Murphy, Pam Ososky, Kate Cell, Brad Turner
- Mary Anne Antonellis: Library Director
- Guest: Samantha Spisiak, Library intern

December meeting minutes approved unanimously- Brad Turner- YES; Kate Cell- YES; Elizabeth Murphy- YES; Pam Ososky- YES

Director's Report:

- Lots of visitors to the new library. The first week was exceptionally busy and now it's at a manageable level. We're at pre-covid numbers in terms of visits and people are staying longer because the library is now a place you can stay. The move took 2 ½ weeks. The library is still getting organized. Note- staff keys don't work in exterior doors. This is one of many issues that need to be addressed. There is a construction punch list and the director had a meeting with the contractor today and repairs are being scheduled. Note- it's normal to have a punch list after new construction. There was a concert Saturday night and 33 people attended.

Policies and procedures:

- ALA Patron's Bill of Rights: Reviewed and approved unanimously. Brad Turner- YES; Mel DeSilva- YES; Kate Cell- YES; Elizabeth Murphy-; YES Pam Ososky- YES
- Note: We also need a patron conduct policy (the director is working on this), and a meeting room policy which is draft form and will be finalized at a future meeting.
- Also, there's a lot that needs to be worked through before we can get everything up and running. Example- there's still construction supplies and equipment at the library. Also, the director needs to learn how everything works before we can create procedures.

Snow removal:

- Library director has the expectation that the library is plowed and open when reasonable. The town gave the highway dept. money to clear the sidewalks, but the highway dept. is not meeting the library director's expectations regarding snow removal of the driveway, sidewalks, and under and around the compressors. The library director had to remove the snow from around the compressors herself which is not sustainable.
- The director is in talks with town administrator, the selectboard and highway department about this.
- The lack of proper snow removal is an access issue.
- If this continues, we will have to make snow removal a qualification for being library staff which is not practical or reasonable.
- We have a request from a town resident who wants to know if and how much money has been appropriated for snow removal for the library. Answer- this is a question for the town administrator who was cced on this email.
- The Library Board of Trustees voted unanimously to approve the following statement: "The Shutesbury Public Library is an important community resource that should be open and accessible to the community, to the extent possible, during its open hours and scheduled programming. The Library Trustees support the library director in her request to have the Town of Shutesbury find a solution to the existing snow removal problem, and remove snow to meet accessibility, equipment maintenance, and patron and staff

safety needs.” Brad Turner- YES; Mel DeSilva- YES; Kate Cell- YES; Elizabeth Murphy-;
YES Pam Ososky- YES

FinComm Meeting:

- 1/27/26 – Brad will be there, Kate, Pam, and Elizabeth will try to make it, and all trustees are invited. Molly Moss is now the library liaison from FinComm.

Introduction to Samantha Spisiak:

- Intern from Simmons- MLIS student- working at the library and working with Mary Anne on a long-range plan. Sam will be running focus groups as part of the process. Sam will also review the current mission statement. The current long-range plan expires at the end of September.

Next meeting: Monday, February 9, 7:30pm

Respectfully submitted by Melanie (Mel) DeSilva, Secretary, Library Board of Trustees