

## **Pelham Library Board of Trustees**

Meeting was called to order at 7:04 on December 17, 2008

Present: Adam Novitt, director, Alberta Booth, Gail Berube, Jonathan Woodbridge, Nora Maroulis, Marianne Reiff and Francine T. Ozereko

Absent: Jim Huber, Select Board member

November minutes were approved and will be sent to Kim.

### **General Business & Announcements:**

Warrants were signed and will be sent to Edna.

Adam changed the company that we order periodicals from, and is reviewing the periodicals. Gail will pick up the Belchertown Sentinel and bring it in to the library each week.

Finance: Things look good. Donations are better than expected, and more friends money is expected and is ever helpful.

Adam was able to purchase many books at the Jeffrey Amherst closing sale, so saved some money there.

Leonard Blanton will be helping Adam set up the new program (QuickBooks) for keeping track of the budget.

Circulation Statistics: We were down in the "Pelham patron" group last few months. Hopefully when our survey goes out to town members in the next Pelham Slate, we'll be able to understand the drop in usage. Also, Adam is going to WMRLS in the "off" months to keep the "new" books from them rotating more often.

### **Old Business:**

Gail will have a report on the remaining policies at the next

meeting.

Adam and Ben (from Forbes Library) are working on the collection development policy. We should have a look at it soon.

Adam submitted an action plan that had actions that were completed!

Open sign: It is here, not working, and Nora will call them. It's the second one that hasn't worked!

History Room: Rob has a line item of \$500.

### **Director's Report:**

We are a certified library of Massachusetts!

We have renewed the URL for Network Connections for our website. Adam & Jonathan will talk about getting a different company, perhaps for a lower fee.

Programming:

Teas continue this Saturday with Long Tall Sword for the winter solstice, and the bell ringers.

Daniel Robb for January or February, an Irish harp player at one of the teas as well.

Estella Olevsky is playing in March in the concert series.

Lewis Goff film series, 4 films in February

On the Same Page programming: On Jan 5th Adam and Linda (librarian from Shutesbury) will be on the Bill Dwight show on 96.9 (WHMP) 9:15 AM talking about the book group for Animal, Vegetable, Miracle, which both library book groups will

be reading in conjunction with the following:

River Valley Market for opening event

Dan Conlon bee talk: "What's Troubling Bees and Making a Bee-Friendly Yard" Jan. 27

Leslie Cerier: "Cooking with Winter Vegetables" Feb 3

Dave Jackie, author: "Edible Forested Landscapes"

February

Meg Taylor: "Keeping Backyard Chickens" Feb 24

Side Hill Farm: "Garden Planning for 2008" March

Eric Hoffner: "That Log's Got Potential" March 14

Patrick Zephyr: Photo Exhibit in community room - Feb

There was talk about hanging artwork in the community room....the chairs are in the way, the flags don't need to be there, it's hard to hang work from the chains...the closet is full and is where the chairs should be stored. We'll try to organize the room in January; our New Year's resolution...

Grants:

Equal Access has \$3000 in escrow

Federal Grants

Preservation Grant not accepted

MBLC Grants

Equal Access - awaiting new Kindle, will buy on January 15 if no news on new kindle. Also possibly purchase a Nintendo Wii for the Community Room for use by the entire community. Senior centers have been using the Wii to get people moving! Having a teenager monitor/help people learn how to use the Wii was mentioned; a good way to get that demographic into the library!

Gates Grant - money due in March 2009. Adam wrote a letter to the Select Board to get the money required by the grant and will submit it to the Select Board.

On the Same Page - \$7500 in escrow now, paying for speakers and books

Highland Valley Elder Care - \$1500 awarded, waiting for Kindle 2.0

Space Planning Grant (through WMRLS) applied for - maybe yes, maybe no. Will hear in Jan. or Feb.

#### Energy Committee

Blower door test complete, terrible results, monitoring in progress. Adam has great faith in this committee!

#### Rosalba Leaving

Isabel Ryavec begins working 2 hrs per week cataloging  
Ashley Rodkey assumes many of Rosalba's hours temporarily.

We still need a children's story hour helper every other week.

Adam will advertise in the Pelham Press and Pelham Slate for an 8 hr/week temporary position paying \$10/hr to fill in for Rosalba. Adam would like to consider hiring Jody Levine, a capable woman who has been volunteering at the library, for the temporary position and will encourage

her to apply. After the next town meeting when we learn what our budget will be, we'll consider opening up a position for an assistant director. Adam also wants to raise Sally's hourly wage to \$10/hr.

Adam purchased QuickBooks for library finances to have a clearer picture of current accounts. Patron Leonard Blanton, CPA, will help with start up.

Materials have been reorganized. WRMLS materials now located with New Materials.

We have 2010 budget questions and see a serious potential for cuts in state aid and town money. We are ineligible to apply for some of the grants that Adam received again next year, but Marianne said there are other grants available in the private sector, and offered to help Adam search for alternate

grants.

The next staff meeting will be in January.

**Trustee Education:**

Trustees should read Chapter 4 of the Trustees Manual.

**Next meeting: January 21, 2009**

Meeting was adjourned at 9:05.

Respectfully submitted by,

Francine T. Ozereko     Happy Holidays!