

Pelham Library Board of Trustees
May 20, 2009

Meeting was called to order at 7:02 pm.

Present: Adam Novitt, Director; Jonathan Woodbridge, Chairperson; Nora Maroulis;
Marianne Reiff; Alberta Booth; Blair Bigelow
Absent: Francine T. Ozereko; Select Board member representative

April 2009 minutes were approved and will be sent on to Kim by Nora.

Announcements

Rosalba sent a lovely thank you note; it was passed around.
Jonathan reported on his work toward securing unrestricted fund donations from a community member.
We have received \$3,900.00 from the Gates Foundation to purchase new computers
In the community Room for May: The Art of Dr. Dindal: Part Science, Part 70's and 100%
Awesome

Warrant Details

a) \$1,500 from grant money and the \$1,500.00 match will go to Forbes to buy Amazon gift card. this relates to purchase of Kindles. Adam will authorize patron book purchases for the Kindle.

Note: Highland Valley Elder Care will reimburse these funds and they will go back to the Trust.

Ideas to extend Kindle money were discussed:

- Equal Access Grant has a bit of money left
- HVES will fund repetitive successful programs
- Forbes may continue to match our funds

b) Main warrant is for \$3,000. More than half is for grant disbursements. For example, \$600.00 went to buy non-fiction children's books and for workshop costs.

Finance 2009-2010 Budget

Funds amounting to \$1,000.00 have been unfrozen. There is confusion about availability of the funds.

Brainstorm of suggested ways to reduce expenses for 2009-2010

- Spot check library usage; consider reducing hours during the summer (July/August).
- Leave a staff vacancy unfilled
- Do less with less to signal budget cuts do have an impact on delivery of services
- Shorten Wednesday hours of operation; open at 5pm.

- Drop KOHA. Bottom line, it may not be worth the money to keep us on the list.
- Reduce materials budget.
- Contact Tom Lederle for donations

Nora has been compiling ideas into a list of ways to strategize for efficient and creative fundraising:

- Patrons underwrite a Library Day in someone's honor, or in their own honor.
- Underwriting purchase of certain books, collections, or additions to the library
- Naming the materials sections after patrons
- Create a Wish List for all year
- Promote our needs in a variety of newsletters, on the website, and at meetings.
- Name the Summer Reading Program after someone
- Patrons buy and donate books
- Talk with individual patrons about becoming involved in finance nurturing for our Library.

Trustees decided to do an Appeals Letter. Nora will spearhead and get us started.

Several Trustees attended the lengthy Town Meeting May 2nd.

Policies

Kindle Loan Policy: Adam reported he has confidence in the policy. I was clarified that the same book cannot be downloaded twice.

Jonathan moved to accept the Kindle Policy and Nora seconded. The policy was unanimously accepted.

Follow-up: Mary Carey may do an article about Kindles with patrons. We have a waiting list currently. There are plans to publicize in our local news letters and the Pelham Press.

Mission Statement and Action Plan Revision

Nora distributed several versions of mission statements and revisions she has worked on. In addition, she provided examples from our neighboring libraries, the Mid-Hudson libraries and others. She distributed worksheet to each Trustee. Lively discussion followed and suggestions were made including rephrasing “unfiltered access” and adding technology to the mission statement to support grant submissions.

Submitted for review and discussion 05/20/09:

The Pelham Library serves the residents of Pelham, MA and interested members of neighboring communities by providing:

- **free and unfiltered access to information and ideas** through a broad range of print materials, digital media, and online resources

- **opportunities for enrichment, entertainment, and community-building** through regularly-scheduled lectures, workshops, performances, and other special events
- **support and encouragement of learning** at every stage of life
- **a home and resources for the Pelham School Library** and its entire community of students, parents, and staff

The bulleted format was efficient and effective.

Other community members, including Rosalba and Rena will be shown a draft for review and comments.

Director's Report (attached)

Adam submitted a written report attached to these minutes. He walked us through the high points:

- We may be losing Book Mobile services. A Letter to the Editor is being considered.
- Nora and Marianne offered to take on drafting a grant assigned by the Director.
- Action Plan for 2010 has been filed with Massachusetts Board of Library Commissioners. Adam will distribute to Trustees (received 5/27)

New Business

Use of excess funds was discussed. Animal, Vegetable, Mineral moneys could fund the summer Reading Program. Nora will coordinate.

The Wii process is still happening. Mounting the equipment was decided upon.

Town Meeting to discuss the budget is coming up Saturday June 13th

Trustee Education

Trustees decided to re-read this month's material and take it up in June due to time constraints. We welcomed our new member Blair Bigelow. AOB Rotating Chair discussion was also tabled

Next Meeting: Wednesday, June 17th 7:00pm

Respectfully submitted --
M. Reiff

Director's Report: March 18, 2009

Programming:

Teas conclude with Kiara Ann Perico May 30th.

On the same page programming:

Eric Hoffner: "That Log's Got Potential" April 16th Was Awesome, currently rescheduling.
Dr. Dindal, compost May 5th about 25 people, good
Fly casting with Marla Blair, June and August.

Art

Dr Dindal, art of Dr. Daniel Dindal May.
Gillian Duda in June,
off until September, suggestions?

Grants: All grant money must be spent by September 30th

Equal Access \$3000 we've spent about \$1200 on Kindles & about \$400 on concerts,
next up Wii

On The Same Page Grant \$7500 of this we've spent about \$3500 on books and
speakers

Gates Grant-We have funds, waiting for Windows 7

Highland Valley Elder Care \$1500 awarded. We will use this to purchase a "VISA gift
card for books cooperatively with Forbes. See "extra" Warrant.

New Grant Applied for: \$7500 for early childhood literacy from ages 0-8 great work by
Ashley and Chrissy, but problems

Bookmobile:

Likely to cease service for FY10

Staff

Ashley starting on Friends funded art program

Jodi continues story hour as a volunteer. Begins prep for summer reading program.

Shifting: Steve Lang Gunn is coming in to look at moving the computers to the new "teen" area.

Money: See report.