

Pelham Library Board of Trustees - June 23, 2010

Meeting brought to order at 7:08

Present: Adam Novitt, Blair Bigelow, Nora Maroulis, Francine T. Ozereko, Marianne Reiff, Don Verrastro

Absent: Jonathan Woodbridge

The trustees have given Adam and the library a gift in honor of Jonathan's father, who recently passed away. Adam will find out what kind of books Jonathan's father enjoyed and purchase them for the library's collection in his dad's name.

Minutes from our May meeting were approved and will be sent to the town and to Ann for the website.

New Business:

Gail Berube came to the meeting representing the Friends to talk about the 10th Anniversary party. We need to set a date and a budget. Gail looked back at the last event the Friends held at the library (Volunteer Appreciation Day) and found that the cost was \$900 and served 70 people. We set \$1000 as the budget, with each group donating up to \$500 toward the event. We will all provide finger food as well.

Date: A Sunday afternoon would be good, so we chose October 3rd.

The deadline for the Pelham Slate is early July - Gail will put a "Save the Date" ad/blurb in the Slate informing all about the event.

There was also some talk about using the event as a fundraising tool as well with the following possibilities:

- Silent auction: art, services, etc.

- Giving "trophies" (which Adam will find on freecycle) for people who have given the library a lot of service

- Have a "slide" show of Pelham Libraries past and present. (maybe ask the Historical Society to help with that?)

- Donation box in plain sight!

We could publicize it to other towns, libraries, on the website, etc.

Francine will talk to Cultural Council about their involvement, Adam will talk to the Historical Society about getting any photos/historical facts they may have, and Nora will talk to the school and Rosalba as well. We could set up games

and activities for school kids.

Francine will be the liaison with the Friends and attend the meetings, and anyone else is welcome to join us.

Tom Hartman - Pioneer Valley Planning commission gave Pelham a grant for development. This is an opportunity for us to get something done in the town for pedestrian safety, etc.

It would be good to get speed reduced, sidewalks up to "center", public transportation into town.

Adam suggested getting a US Post Office Mail box and a UPS box here at the library "center".

Tom would like the library to give him a list of what we deem most important by the beginning of July. Since Nora is writing a similar report for the school, she will take on the report from the library as well. Thank you, Nora!

Director's Report: June '10

The past month has been dominated by the closeout of the school. Things are much quieter without the after school programs and without kids here late in the afternoon. It's nice to be able to come in early and work.

We've begun the conversion to KOHA in earnest. Our files are transmitted to MASSCat in total. We're not "mapping" patron and material files over to their system. I am greatly relieved to see all the little problems being solved one at a time.

Jodi seems really excited about summer reading, and Ashley about her craft programs. I am also glad to take the summer off from programs and focus on making KOHA work.

General Administration

- May circ numbers still good at 2900. This is about 100 above average for the month.
- Please see warrant
- KOHA migration to take place on or about July, 1. KOHA has all our information and we are working on migrating information in a way that will work for everyone. All issues have been resolved at this time. We

expect to have training sometime in late June or very early July. The school has contributed \$600 for the software.

- We will be closed July 5th.
- Grant to beautify grounds applied for. (sorry) Space near the bike rack will be improved.
- ARIS reports now online.
- There will be a small warrant in mid July to close out the fiscal year. Adam will notify us.

Staff & Volunteers

- Ann McNeal continuing to work on website.
- Leonard Blanton will work with me to make Quickbooks work better for the library in FY11
- Pelham School staff off for the summer.
- Jodi and Ashley start summer craft and reading programs.
- Sally, as ever, seems happy.
- Staff meeting: we had a staff meeting in late may to discuss KOHA changes.
- Summer vacations falling into line. I will be gone for a week or more in September.

Systems & Facilities

- Rick has prepared a quote for a 2011 warrant item for the doors. Doors on the side will be single, main entrance will be double.
- WiFi upgrade will be part of summer Gates purchases.
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Programs & Events

- Yoga may be a grant focus for 2011
- Friend's Pelham v. Shutesbury challenge September.
- Ashley's 8 part summer craft program seems popular.
- Summer reading looks to be great. Jodi enthusiastic.
- Mushroom log workshop super fun. To be funded by Friends in 2011
- No more library teas until fall. June canceled.

Meeting adjourned at 8:24.

Next meeting is **July 21, 2010** at the library at 7 PM. There is no meeting in August.

Respectfully submitted,

Francine T. Ozereko