

## DICKINSON MEMORIAL LIBRARY

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### **Board of Library Trustees Meeting**

Tuesday, March 6, 2018 6:00 p.m.

### **MINUTES**

**Present:** Deb Kern, Nolan Kitfield, Margot Fleck, Deb Potee, Paulina Borrego, Lloyd Parrill  
**Absent:** Jon McGowan      **Citizens Present:** none

**JUDY WAGNER** – fundraising discussion, postponed until April

#### **Secretary's Report**

Minutes for February will be presented for signatures next month. Apologies!

#### **Treasurer's Report**

Our treasurer reports that our fuel is now into the new contract, which pushes our cost up by about a dollar a gallon.

#### **Director's Report to the Board of Library Trustees**

#### **BUILDING BUSINESS**

##### **Work Orders.**

None outstanding.

##### **Emergency Repairs: Rusted Heating Pipe.**

On Friday, February 23rd our director received a text from the custodian saying there was water on the basement floor. It wasn't a leaky water heater, it was a heating pipe that had rusted. Sam had to tear up the plywood landing and replace the pipe; and it turns out another section of the pipe also began leaking so Sam continued the project on Monday. With a cost of close to \$400 a disaster was averted thanks to Sam and Tom Walker.



### **Restoration Project: Trustees' Room**

- **Portrait of Jon McGowan.** In process.
- **Chairs.** Still looking for chairs that will work with the specific spaces.
- **Community Foundation of Western Mass.** Deb Kern and Paulina will meet with Jenny on March 27th.
- **Lighting Project.** No action.

**Energy Committee Heating and Cooling Grant.** The Energy Committee asked Deb Kern to look into the library's demand profile. She spoke to Eversource and it turns out our demand is recorded every  $\frac{1}{2}$  hour and whatever  $\frac{1}{2}$  hour IN AN ENTIRE MONTH is the highest is the basis for our monthly demand charge. This should be consideration when choosing a company.

### **Updated Art Exhibit and Acceptable Behavior Policies.**

Tabled.

### **New Computers for CW MARS Upgrade.**

CW MARS has suggested that before we upgrade to the web client we should upgrade our computers. The two computers on the circulation desk are Windows 7 - a totally reliable, simple operating system. Our director is not sure that we can upgrade prior to the move in May to the web client but perhaps over the summer if it is necessary. We do have State Aid funds to pay for the computers.

### **Painting of Sky Farm.**

Deb Kern received the following self-explanatory letter. The Trustees might be interested, but would not wish to incur the cost for an appraisal. We will see if Ms. Matthews-Kane decides to go through with the appraisal herself.

Dear Ms. Kern,

I am in charge of my parents' estate. They had a small (14 inch by 7 inch) oil painting in a gold frame. On the back it is written "the original Sky Farms - home of Uncle Baxter's parents - painted by Mason Morse of Northfield."

None of my siblings or I would like the painting. We would like to donate it to your library. Would you be interested in it? I will try to send a picture in another email. I would be willing to drive it up and deliver it. My only request is that you have it appraised and give me a letter stating it's value and that it was donated. Please let me know if that might be possible. Hope that this painting can end up back home in Northfield.

Bridget Matthews-Kane 81 Court St Westfield, MA (413) 568-7632

Circulation.

	Circ FY17	Circ FY18	FY 17/18		Att FY17	Att FY18	FY17/18
Feb	4235	3865	-8.74%		1832	1715	-6.39%

**NEXT BOARD MEETING** The next board meeting will be Tuesday, April 3, 2018 at 6:00 p.m.

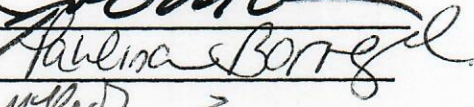
**Meeting Adjourned: 6:25 p.m.**

Respectfully submitted,

  
Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

Jon McGowan 

Paulina Borrego 

Margot Fleck 

Deb Potee 

Lloyd Parrill 