

DICKINSON MEMORIAL LIBRARY

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Board of Library Trustees Meeting

Tuesday, April 3, 2018 6:00 p.m.

MINUTES

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

Secretary's Report

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

Treasurer's Report

No oil delivery this month, but we did have some news that the town did not get into a new contract due to the excess of oil from last year.

Director's Report to the Board of Library Trustees

Work Orders.

None outstanding.

Restoration Project: Trustee's Room

- **Portrait of Jon McGowan.** In process.
- **Chairs.** No progress.
- **Community Foundation of Western Mass.** Margot and our director met with Jenny to learn more about starting a foundation under the Community Foundation umbrella. It is fairly straightforward. The fund is started with \$10,000 and that balance must be maintained. Their fee is 1.25% within some term, but it is unclear right now if it is quarterly or annually. It is easy to withdraw funds, even an amount as low as \$100. Jenny's background was fundraising and she was very confident that there were people who were out there that really wanted to be asked. Jenny is also going to share information with us about their 'grant-giving arm'.
- **Lighting Project.** Steve Roberto met with Todd Wood from the Tech School today about the lighting in the back hall and the lights out front. Todd feels

that it is likely that he will be able to work with his students on the front side project this semester.

Energy Committee Green Communities Grant. The projects for the library regarding revamping the heating and cooling system did not make the final cut for the grant. Our secretary will write a thank you note for their efforts.

Updated Art Exhibit and Acceptable Behavior Policies. Tabled for now.

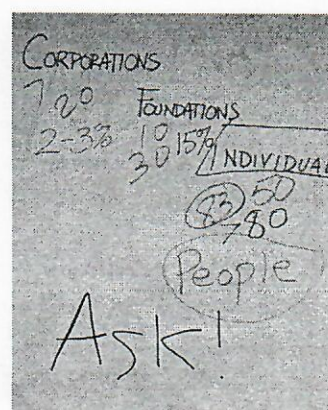
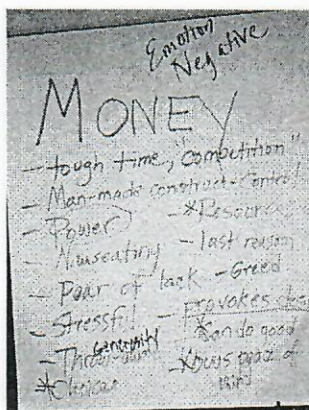
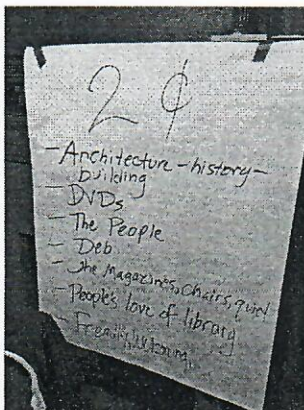
State Aid. We received the second half of our State Aid disbursement: \$ 1608.77.

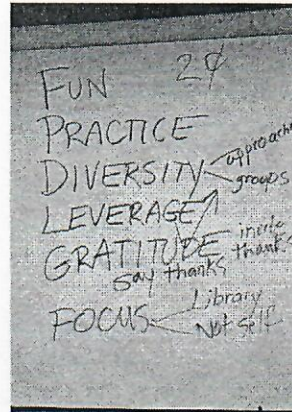
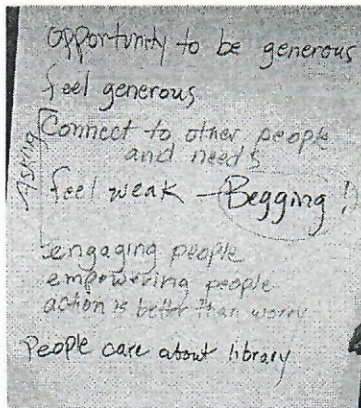
STEM grant. We are submitting an application to the Mass Board of Library Commissioners for a STEM grant. The \$7,500 grant would be used for a series of Saturday morning and Friday afterschool science programs for 3rd-5th graders. The grant will be put in the mail Thursday, Friday, or Saturday of this week and announcements will be made in June. This particular grant is fairly competitive with many libraries interested in expanding their STEM programs for children, but we remain hopeful.

Other. The library's charges for oil jumped from \$1.86 to \$2.90 a gallon for the last two fill-ups. It turns out, unbeknownst to us, the oil contract from FY17 was miscalculated and there were thousands of gallons leftover which means a costly storage fee. The town decided they would use up the excess (which was at a very good price) and not go out to bid for the remainder of the oil needed. Consequently we are now paying market price. None of this information was communicated to the library so it comes as a bit of a surprise. Sam is trying to find out if he is allowed to shop around for prices as we will probably need at least one more fill-up before the season is over.

Judy Wagner, Fundraising.

Judy shared her background in the area and within the field of fundraising for nonprofits. She is here to do a mini-version of her typical program, hitting three topics: Definitions; Feelings; Techniques.





Our library is Beloved... is Well-run... has a Wide Reach... is the Heartbeat of the Town... has a Devoted Clientele. "A fundraiser's dream."

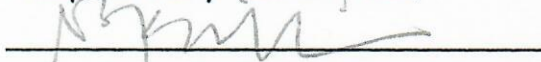
A recommended trainer: Andy Robinson <http://andyrobinsononline.com/w/>

	Circ FY17	Circ FY18	FY 17/18		Att FY17	Att FY18	FY17/18
Mar	4958	4241	-14.46%		2544	2036	-19.97%

NEXT BOARD MEETING The next board meeting will be Tuesday, May 1, 2018 at 6:00 p.m.

Meeting Adjourned: 7:25 p.m.

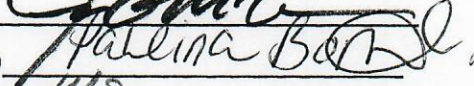
Respectfully submitted,



Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

Jon McGowan 

Paulina Borrego 

Margot Fleck 

Deb Potee 

Lloyd Parrill 