



DICKINSON MEMORIAL LIBRARY
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dmemlib@cwmar.org

Board of Library Trustees Meeting
Tuesday, July 6, 2021 6:12 p.m.
MINUTES

Present: Jon McGowan, Misha Storm, Deb Kern, Nolan Kitfield, Deb Potee, Gretchen Licata, Lloyd Parrill **Absent:** none **Citizens Present:** none

Welcome to our newest Trustee! The Director and the Board of Trustees of the Dickinson Memorial Library welcome our newest trustee, Alex Strysky. We are happy to have him take Margot's place for the completion of her term.

SECRETARY'S REPORT

Minutes for May and for the Special Meeting have been submitted to Deb Kern for passing to the Town, signed by those present. Minutes were offered as shared by email. **Moved/Seconded/Unanimously Approved**

TREASURER'S REPORT

Our new treasurer, Lloyd Parrill, proposes that he will question all bills and sign if appropriate. All information will be shared in minutes, but signing of the actual stack of bills will be done only by our treasurer with the understanding that we will ask questions if they arise.

Moved/Seconded/Unanimously Approved

Expenses: June

Pay Period 25		Pay Period 26		
4698.49		4646.64		
Town Appropriation:		Gift Fund:		State Aid:
				Materials (Hotspot) 79.98
Electric	417.59	Materials	\$146.43	Staples 99.99
Fuel	178.86			
Office supply	254.59	Programming	\$580.91	Northfield Farms 150.00

Postage	11.00		
Materials	2264.63		Office supply 765.36
Telephone	47.86		
Custodial supply	11.14		

Bills are approved to be paid as noted above.
Moved/Seconded/Unanimously Approved

Transition/Introduction

Deb Kern gave a brief introduction to the requirements for library certification and shared a spreadsheet snapshot of the library funds, including the year's wages and salaries, expenses, and funds. Due to COVID we did not have to meet the typical materials requirement percentage, so we will be returning ~\$7600 for wages and salaries and ~\$4200 for expenses to the town.

BUILDING BUSINESS

Mini-Split. Gates HVAC will be installing the mini-split in the office on Monday, July 12th, time to be determined. The Green Communities Grant received by our Town of Northfield Energy Committee is expecting this to reduce heating costs on the days that the library is closed and staff are working onsite.

DIRECTOR'S REPORT

Circulation Assistant Position. The ad is ready to go and Misha will proceed with all the hiring protocols.

Library has Reopened. We have been extremely busy since that first day! The Hoola-Hooping program pulled in 120 people. What an incredible event.

Issues with Mask Wearing. For the most part all is going well with most patrons following the recommendation to wear a mask if they have not been vaccinated. There is a sign on the Children's Room door requesting that everyone entering wear a mask. We know that is not the case but have not pursued policing the situation, beyond calling a parent of one of a group of students without masks.

Transfer of Role of Director. Misha and Deb Kern are working together this week doing everything from touring the library to working on desk. We are very lucky to have Misha as the library re-establishes itself post-Covid. A heartfelt goodbye to Deb.

OTHER

	Overdrive	Overdrive Adv	Kanopy	Hoopla	Bundles	Evergreen Circ	Attendance
June 21	477	4	50	116	7	3677	1543

NEXT BOARD MEETING

The next regular board meeting will be Tuesday, July 6, 2021 at 6:00 pm. We will plan to take the August meeting off for summer, but will return on September 7, 2021. Location: Trustees' Room @ DML or outdoors under the tent if weather allows. This will be confirmed via the official posting.

Meeting Adjourned: 6:39 p.m.

Approved by the Trustees:

Respectfully submitted,

Nolan Kitfield
Nolan Kitfield, Secretary and Trustee

Jon McGowan

Lloyd Parrill

Deb Potee

Gretchen Licata

Alex Strysky

