

DICKINSON MEMORIAL LIBRARY
115 Main Street Northfield, Massachusetts 01360
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dmemlib@cwmar.org

Board of Library Trustees Meeting
Tuesday, February 1, 6:00 p.m.
MINUTES

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

1. SECRETARY'S REPORT

Minutes for December and January have been shared via email and have been thus approved. The paper copy will be submitted during the upcoming weeks to Misha Storm for passing to the Town, to be signed when possible.

Moved/Seconded/Unanimously Approved

2. TREASURER'S REPORT

Town Appropriation

| Account | Jan 2022 | Balance |
|-----------------|----------|---------|
| Electricity | 110.66 | 1649.50 |
| Fuel oil | 810.54 | 5328.27 |
| Materials | 1321.10 | 6301.44 |
| Office Supplies | 17.99 | 376.95 |
| Postage | 23.20 | 49.97 |
| Repair & maint | 225 | 371.20 |
| Telephone | 47.41 | 113.18 |
| Total | 2555.90 | - |

Gift Fund

\$230.75 spent in January. \$480 deposited. Current balance = \$15,125.28

Payroll

Pay period 14 - \$4,497.16

Pay period 15 - \$4,664.39

Our Treasurer and Chairperson of the Board and our Library Director will attend the FY23 Budget meeting with the Finance Committee on Monday, February 7 at 6:00 on Zoom. Misha will send the link once she receives it from the Town Manager.

FY23 Budget - we reviewed our Director's document and it will be submitted to the Finance Committee in January.

3. BUILDING BUSINESS

Furnace Update. We need some fixes on the heating system. There is a part that needs to be replaced on the furnace. This will cost \$500 just for the part, and will put us over budget for our Maintenance line. This is something that needs to be fixed quickly - it is causing a leak and pretty big loss in water.

Cracked Radiator. Upstairs in the Children's Room we are in need of a long-term fix. Right now we just have that radiator turned off. Josh (Town Maintenance) is looking into options. The radiator will most likely need to be replaced, but it is not an item easily available.

4. DIRECTOR'S REPORT

Circulation/Attendance

| | Library Attend. | Curbside | Program Attend. | Physical items checkouts | Overdrive checkouts | Kanopy checkouts | Hoopla checkouts |
|----------|-----------------|----------|-----------------|--------------------------|---------------------|------------------|------------------|
| Jan 2022 | 1184 | 9 | 293 | 3210 | 537 | 83 | 191 |
| Dec 2021 | 1013 | 5 | 296 | 3354 | 469 | 75 | 148 |
| Jan 2021 | 309 | 334 | 136 | 470 | 560 | 34 | 106 |
| Jan 2020 | 1957 | - | 261 | 4735 | 35 | 31 | 75 |

Programs - Recent:

- January 11 - Allen Davis hosted a panel discussion on race in Franklin County with three Black Greenfield residents, Jeanne Hall, Gloria Matlock, and Dick Hall. 65 people came to the panel discussion. 15 people came to the small group follow-up.
- January 13 - Cate Woolner hosted a show and tell of her social justice tour through museums, etc. in Alabama and Georgia. 30 people attended.
- January 25 - We are co-hosting a program on the ABC's of beginning genealogy with Montague Public Libraries.
- December's Take and Make was a waddling penguin craft. 36 went home with kids.
- We have had movie night kits, each including movies on a theme, hot cocoa, and popcorn. 35 went home with families and adults. Families have loved these!
- We sent Lego kits home with kids in lieu of Kids' Fridays. 20 went home with kids from the library. 26 went to NES for kids to use in the classroom to the happy third graders! Matt has also created an animal scavenger hunt. Kids pick up a sheet of clues and look for animals hidden around the library.
- Attendance is catching up with Julie's online story time. We had 4 families join in this morning.
- Spice Club sent 22 spice samples home with patrons. The spice was Sumac.

February Programs (all virtual and take-away):

- Feb 2 - Valentines day card kits will be available for pickup.
- Feb 3 - Spice Club spice samples will be available. The spice is nigella.
- Feb 10 - We will start *Blind Date with a Book* for adults. Books will be wrapped with a hint as to what they are.
- Feb 15 - We co-host another genealogy program with Montague.
- Feb 19 - For winter break, kids will be able to pick up custom book boxes. They fill out a personality test the week before and then Matt will custom choose a book for them. The book goes home with a few little treats in the box as well. Personality tests are being sent home through NES.
- Feb 23 - An introduction to Northfield trails with Julie from the Open Space Committee.
- Feb 24 - We will host a breastfeeding chat with Dr. **Lindiwe Sibeko**. This is in support of a study that UMass is doing on breastfeeding nutrition and includes ten libraries.
- Feb 26 and 27 - The Authors and Artists festival occurs!

Notes:

1. Story time with Julie has switched to virtual, and we will keep it this way for January and February. StoryWalks continue to be changed every other week.
2. Book clubs have switched to Zoom for February. Knitting still continues to be in person. They are small groups under 10 people and masked.

Gallery

Jim Clarke's show is up through mid-Feb. About 25 people came to his opening. Megan Adams is up next. She is a photography student that lives in Northfield.

5. OTHER BUSINESS

Fundraising. We are hoping to have an idea of some people to work with and to be in touch with them by March. Misha will reach out to contacts at the Greenfield and Shelburne Falls Public Libraries.

'Museum Collection' Updates. First, Misha has been contacted by a reporter about the human remains we used to have in the library. The reporter said that NAGPRA (Native American Graves Protection and Repatriation Act) shows that the library still has these remains though we do not. Misha has been working through our records as well as UMass records through the repatriation coordinator there. Last week, the Northfield Historical Commission was also involved. Together there is now almost a complete story and documentation. Once that is complete we can contact NAGPRA to have the inventory amended. Second, last month Misha reported that our collection on Indigenous artifacts could be going to UMass to be cataloged this semester but it has been decided by the Northfield Historical Commission that it would be best if they stay here at the library. Our Director will be working with Bee Jacque and Joe Graveline to learn more and provide context for patrons for the items in another way, while also gaining guidance for respectful and appropriate management of next steps.

Re-election. Misha has Campaign Finance Report Forms for all up for re-election.

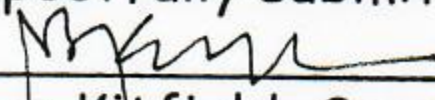
NEXT BOARD MEETING

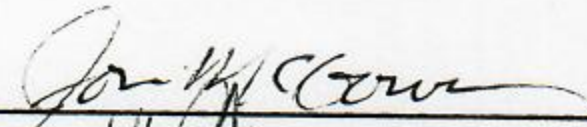
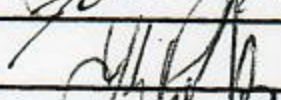
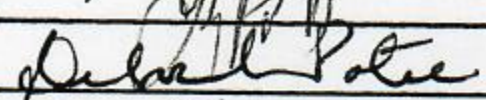
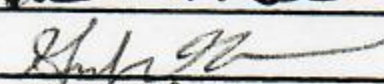
The next regular board meeting will be Tuesday, March 1, 2022 at 6:00 pm. Location: Trustees' Room or Zoom if necessary. This will be confirmed via the official posting.

Meeting Adjourned: 6:58 p.m.

Approved by the Trustees:

Respectfully submitted,


Nolan Kitfield, Secretary and Trustee

Jon McGowan 
Lloyd Parrill 
Deb Potee 
Gretchen Licata 
Alex Stryisky 