



**DICKINSON MEMORIAL LIBRARY**  
115 Main Street Northfield, Massachusetts 01360  
413.498.2455 FAX 413.498.5111 dmemlib@cwmar.org

**Board of Library Trustees Meeting**  
Tuesday, January 3, 2023 6:02 p.m.  
**MINUTES**

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

**1. SECRETARY'S REPORT**

Minutes for December will be brought to next month's meeting for submission to Misha Storm for passing to the Town.

**2. TREASURER'S REPORT**

**Treasurer Position**

Alex Strysky is willing to step in as our interim Treasurer for a time, and the Board of Trustees appreciate this and unanimously support it.

**Moved/Seconded/Unanimously Approved**

**Town Appropriation, Monthly Report**

Account	Dec exp.	Balance	Budget
Electricity	82.65	2,611.20	4,500.00
Materials	2,469.00	16,956.34	30,000.00
Postage	24.48	38.82	100.00
Telephone	43.01	371.68	600.00
<b>Total</b>	<b>2,619.14</b>	<b>30,613.04</b>	<b>54,145.00</b>

**Gift Fund**

Total spent in December: \$497.59; Total deposited: \$550

Current balance: \$12,517.50



## State Aid

Total spent in December: \$0

Current balance: \$12,090.40

## Payroll

Pay period 12: \$4,997.76

Pay period 13: \$4,532.28

Salary budget balance: \$69,966.09

## FY2024 Budget

Our request has been submitted. We are waiting to hear what day our meeting is, most likely a Monday in February.

### 3. BUILDING BUSINESS

- Window cleaning will be May 8 for the estimated \$3,050
- Library Sign with hours: Jesse Morgan came to take a look and it will be very straightforward to update it. Jesse Morgan is working on a design and quote.
- Pavilion discussion: In terms of a pavilion behind the library, the decision has been made to avoid a permanent structure and to continue with rental of the tent during the warmer months.

### 4. DIRECTOR'S REPORT

#### Circulation/Attendance

	Library Attend	Curbside	Program Attend.	Physical items checkouts	Overdrive checkouts	Kanopy checkouts	Hoopla checkouts
Dec 2022	1756	1	416	3438	456	57	216
Nov 2022	1561	2	365	3278	474	67	164
Dec 2021	1377	1	364	3354	469	75	148
Dec 2020	281	290	82	2858	560	43	68
Dec 2019	1442	-	445	3982	355	37	65

#### Programs

##### Recent Programs



- December 13 - Northfield's Vernal Pools
- December 15 - Author Talk with Annie Chappell
- Movie Night kits for families during Winter Break

#### *Upcoming Programs*

- January 20 - Understanding Alzheimer's & Dementia with Meg Ryan, a nurse for Franklin Regional Council of Governments
- January 24 - Movie and Pizza with PVRs
- January 26 - Trivia at the Brewery

#### *Ongoing Programs*

- Knitting, Spice Club, book clubs, and tech hours all continue for adults
- StoryWalks and Take & Make continue for kids
- Our Story Time is going well with Deb Wood on Wednesday mornings. There have been around 20 attendees, and some of these young children will come in at other times and ask for Deb
- Kids' Fridays continue and are much more manageable with registration and volunteers

#### **Other**

- Friends Introduction: Susan Wright

#### **CURRENT PROJECTS/EVENTS:**

- Children's Bazaar - it came back very strong this first year after a hiatus, at least 100 children attended and shopped
- Dog Show calendars - sold 58
- Annual Meeting January 29, 2023 11:00 to 1:00 at the Library (there will be food, all welcome and volunteers will be recognized)
- Possibly the Friends will be sponsoring a tree
- Puzzle borrowing continues at high rates once a month
- Scheduling of Arts, gallery and programs, is done by Barb King and you might find flower folding and other things coming up
- Ten active members are very busy at so many tasks (Jan Herlihy is the president)
- The Friends also fund the copier and the museum passes among other things



## QUESTION ANSWERED:

- a. Our Friends group does not do any fundraising for the library building or for staffing related expenses because those things have been determined to be budget items that the town should be funding
- Spring Intern - Abbey Buedinger will be joining our team for the spring as an intern. She is getting her MLIS through Southern CT University and lives in Vernon. She's interested in children's librarianship.

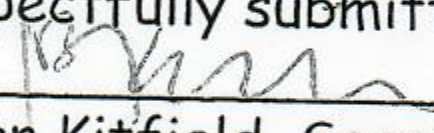
## NEXT BOARD MEETING

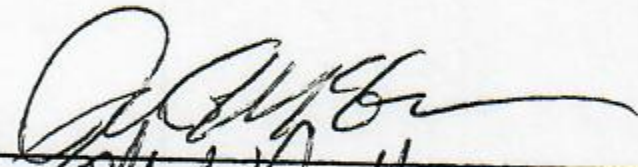
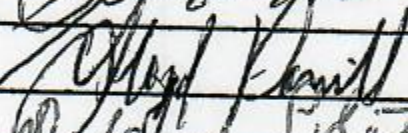

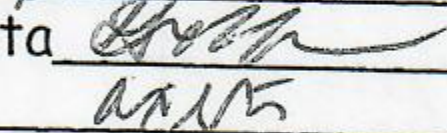
The next regular board meeting will be Tuesday, February 7, 2023 at 6:00 p.m.  
Location: Trustees' Room. This will be confirmed via the official posting.

Meeting Adjourned: 6:54 p.m.

Approved by the Trustees:

Respectfully submitted,

  
Nolan Kitfield, Secretary and Trustee

Jon McGowan	
Lloyd Parrill	
Deb Potee	
Gretchen Licata	
Alex Strysky	