

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, July 18, 2017 6:04 p.m.

MINUTES

Present: Deb Kern, Nolan Kitfield, Lloyd Parrill, Jon McGowan, Margot Fleck

Absent: Deb Potee, Paulina Borrego **Citizens Present:** none

Secretary's Report

Minutes for the June meeting accepted as emailed.

Treasurer's Report

Insulation. Cost less than estimated!

Treasurer is absent today, so we will catch up on budget at our next meeting.

Director's Report to the Board of Library Trustees

BUILDING BUSINESS

Restoration Project.

Fundraising

MBLC: Erin Williams Hart. Erin is the MBLC Trustees/Friends Information Specialist and she is looking through state guidelines from both the Office of Campaign and Political Finance and the State Ethics Board. She will send the passages that pertain specifically to Trustees and fundraising.

Meeting with Sara, Tilton Library. Deb Kern had breakfast with Sara Woodbury, the director of the Tilton Library, Deerfield. Tilton had hired a professional fund-raiser to begin the process of raising money for their new library. Their grant was accepted and they are #12 on the waiting list. Some of the highlights from the conversation:

- The consultant was paid a flat fee

- All Trustees and Staff were asked to donate to the project so that it could be said as part of the campaign that it had the support of the Trustees and the Staff.
- Professional literature was very important; as well as set talking points

Temporary Elimination of Overdue Fees. 32 libraries in CWMARS have discontinued overdue fees. Articles in professional journals have recently identified the fact that fees are often seen as a barrier to service. There is an argument that fines are not the key to patron accountability; some libraries have even seen improved rates of returns when they have gone fine-free. Some libraries have put out a voluntary donation jar.

Director Kern would like to eliminate fines on a trial basis August 1st through December 31st. This means that any overdue Northfield items would not incur fines as of the date we go fine-free. Fines would still be collected if overdue items are from other libraries. Patrons would be blocked when an item is lost (4 weeks after it is due). The Trustees are in favor of this elimination of fines.

MOTION MADE/SECONDED/UNANIMOUSLY APPROVED.

Bike Rack placement. We have received a bike rack from the Franklin Regional Council of Governments through a grant program. It will be mounted in cement on the front lawn behind the sign.

Draft Hotspot policy. Deb Kern has developed a policy using those written by other libraries already loaning out hotspots. The Trustees have reviewed the policy and would like to accept it as written during the first year of trial.

MOTION MADE/SECONDED/UNANIMOUSLY APPROVED.

Other

Delivery for InterLibrary Loan has been eliminated one day of the week with very little notice. We will still receive deliveries four days a week.

Circulation.

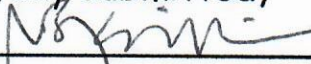
	Circ FY16	Circ FY17	FY 16/17		Att FY16	Att FY17	FY16/17
June	4819	4175	-13.36%		2246	1886	-16.03%

Annual Totals	54146	51415	-5.04%		24990	23405	-6.77%
------------------	-------	-------	--------	--	-------	-------	--------

NEXT BOARD MEETING The next board meeting will be Tuesday, September 5, 2017 at 6:00 p.m.

Meeting Adjourned: 6:52 p.m.

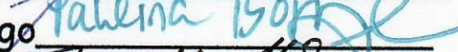
Respectfully submitted,



Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

Jon McGowan 

Paulina Borrego 

Margot Fleck 

Deb Potee 

Lloyd Parrill 