



DICKINSON MEMORIAL LIBRARY

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Board of Library Trustees Meeting

Wednesday, February 5, 2020 6:04 p.m.

MINUTES

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

Secretary's Report

Minutes for January are going to be presented for signatures at our next meeting.

Treasurer's Report

The Cow Power transition continues to be confusing upon arrival of the bills. Deb Kern will put forth a request to Andrea for a written explanation of how to reconcile it as we continue to sign off on payment of the bills.

BUILDING BUSINESS

New Chairs. The Friends of the Library purchased six new chairs for the main room. They are beautiful and comfortable!

Old Chairs. I have spoken to Paul Gorzokowski about our old chairs the bowback knuckle arm Windsor chairs. They have a label from Heyward Manufacturing in Gardener and Paul estimates they are from 1910-1920.

Refinishing Circulation Desk. We have received an estimate of \$450 to redo the whole top with 3 coats from Michael Valeri who did the original finish work.

Moved/Seconded/Unanimously Approved

Food Pantry Freezer. The Food Pantry would like to put in a freezer (EnergyStar chest freezer) and the Western Mass Food Bank will be contributing more frozen food. The appliance will require a 120 volt outlet and the Food Pantry will pay for this upgrade by the town. The Pantry will pay the additional cost of the electrical. They pay a small amount toward covering the cost of the refrigerator expense, but the need for running a dehumidifier necessitated by the Food Pantry being in the basement may not be covered by their contributions. However, we are interested in having this continue as a viable option for the Food Pantry. We will approve their purchase. **Moved/Seconded/Unanimously Approved**

Continuing.

- Prices for automatic door opener and generator
- Art restoration for children's room paintings
- Fundraising for restoration project: Deb Descavich passed on to Deb Kern that Greenfield Cooperative Bank gives out up to \$2,500 annually for capital campaigns.

Work Order Completed.

- Flickering light fixed

DIRECTOR'S REPORT.

Budget. Jon McGowan and Deb Kern met with the Finance Committee for approximately 18 minutes Tuesday evening. Because we reduced our overall budget by \$1,100 there were very few questions.

Suggestion: Increase in out-of-state fee. It was brought to Director Deb Kern's attention that we might want to think about raising the out of state fee. Right now out of state residents (NH and VT) pay \$35 a year, \$25 for seniors, if they own property or work in MA no fee is charged. Looking around the region shows that we are charging a low number while our services are increasing each year. A rough estimate of the cost to local taxpayers is about \$40 per person.

2020 Census. We will make sure our laptops and public computers have a link to the 2020 Census.

Senator Comerford visit. This Saturday at 11:00.

OTHER.

Lighting. The Energy Committee, through an Eversource grant, has swapped out all of our old fluorescents and replaced them with more cost effective ballasts and bulbs. Right now there is one issue: they took apart 7 of the older lights the ballasts did not fit, so have had to replace them. Where the bulbs were replaced there is excellent lighting.

	Circ FY19	Circ FY20	FY 19/20		A++ FY19	A++ FY20	FY 19/20
Dec	4353	4735	8.78%		1968	1957	-0.56%
Circulation at the Desk	Desk Renewals	OPAC Renewals	Auto Renewals				
3301	1206	186	42				

NEXT BOARD MEETING The next board meeting will be Tuesday, March 3, 2020.

Meeting Adjourned: 6:57 p.m.

Respectfully submitted,

Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

Jon McGowan_____

Paulina Borrego_____

Margot Fleck_____

Deb Potee_____

Lloyd Parrill_____