

DICKINSON MEMORIAL LIBRARY

115 Main Street Northfield, Massachusetts 01360
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Special Board of Library Trustees Meeting

Tuesday, December 6, 2016 6:04 p.m.

MINUTES

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

Secretary's Report

Minutes for the November meetings accepted as emailed.

Treasurer's Report

Budget. Our bottom line for FY18 will likely be within \$1000 of the FY17 budget. The largest variation looks to be within the lines of Wages & Salaries and CW Mars. The Trustees would like to accept the FY18 Budget Request as drafted by Deb Kern with the inclusion of the \$1000 Substitute line as approved.

MOTION MADE/SECONDED/UNANIMOUSLY APPROVED

Director's Report to the Board of Library Trustees

BUILDING BUSINESS

Open Work Orders. To be updated next month as a few are in the works.

Flying Squirrels. Sam has been checking on the traps regularly and there have been no squirrels for the last 2 weeks.

Outside Lights. The light on the shed has been fixed. It was a matter of a loose wire, replacing the bulb, and cleaning the sensor. We have a new LED bulb set to be installed in the parking lot light with plans to swing the arm of the light over to illuminate a bigger section of the lot.

Williamstown Art Conservation Center. The contract is ready to be signed. The Trustees would like to go ahead with the contract as submitted. Thanks to our Anonymous benefactor devoted to this project.

MOTION MADE/SECONDED/UNANIMOUSLY APPROVED

Action Plan. Deb Kern submitted an Action Plan to the state as required in order that we are able to apply for particular grants. Deb utilized the Dickinson Memorial Library Long Range Plan to support her work.

Hoopla and Ancestry. We have introduced Hoopla to the public as of today. Our one year subscription to Ancestry will begin in February. Patrons can access the Ancestry database here at the library during this year.

Tortuga. The Friends of the Library have received another \$5000 bequest from the Tortuga Foundation. I have asked that the money be used for new shelving in the children's room, along with the money from a recent bequest.

Upcoming Programs.

Dec 10: Holiday Bazaar

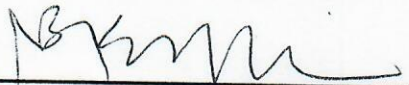
Other.

Deb Kern is planning to write a CPA grant to hire an archivist for continued cataloguing of the local history collection, as well as possibly giving a Northfield history presentation.

	Circ FY15	Circ FY16	FY 15/16		Att FY15	Att FY16	FY15/16
Nov	4049	3909	-3.58%		1679	1859	10.72%

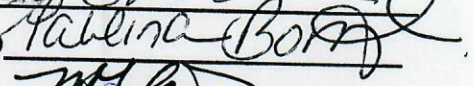
NEXT BOARD MEETING The next board meeting will be Tuesday, January 10, 2017 at 6:00 p.m.
Meeting Adjourned: 7:01 p.m.


Respectfully submitted,



Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

Jon McGowan 

Paulina Borrego 

Margot Fleck 

Lloyd Parrill 

Deb Potee 