

DICKINSON MEMORIAL LIBRARY

115 Main Street Northfield, Massachusetts 01360
413.498.2455 FAX 413.498.5111 dmemlib@cwmmars.org

Board of Library Trustees Meeting

Tuesday, May 1, 2018 6:00 p.m.

MINUTES

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

Secretary's Report

Minutes for February - April were presented for signatures and now the secretary is up to date. Apologies for the delay!

Treasurer's Report

We have spent 54% of our oil budget and 74% of our electricity to date for FY18.

Director's Report to the Board of Library Trustees

Building Business:

Work Orders.

Skylight cleaning.

Elevator. Our elevator failed inspection on 3 counts: the wireless phone doesn't work when there is a power outage; there is a problem with a heating vent; there is a damper that won't open. Sam is working with Manly Solutions to install a battery backup for the phone and he will also be contacting the electrician who has worked on the elevator previously. We have 90 days to fix the problems. A direct quote from our esteemed Chair, "the elevator is having its ups and down."

Restoration Project: Trustee's Room

- **Portrait of Jon McGowan.** In process. Jon has called our photographer.
- **Chairs.** No progress.
- **Community Foundation of Western Mass.** Their fee is 1.25% monthly, as it turns out. It would be worth it to use their service if we were raising a great deal of money in a short period of time.

Food Pantry. There are complications in receiving money from the Food Pantry to offset the cost of electricity for their new refrigerator. Perhaps they could give a check written out for their share directly to Eversource, which could then be submitted with the bill payment via the town.

Field Library. When our shelves get full, we weed, delete and the items go downstairs on the book sale cart. We will add in a new step: the discards will have one year of circulation availability from the Field Library, so these items will be coded to represent that location. From there, after one year we will then delete them and they can be sold.

STEM grant. The grant was submitted! The grant will be awarded in mid-July, so cross your fingers.

Fundraising. We still need to know our role in fundraising. Deb Kern will check in with the MBLC and the other libraries who have had capital campaigns to see samples of brochures, etc. We need to consider diversity of groups and diversity of approaches. We need to 'offer them the opportunity to give' unapologetically.

Groups: Ridge residents for their heritage connection; School families; Conservation interest; Historical interest; Seniors; Financially strong members; People who love the library; Approaches: 'Giving Tuesday' and 'Valley Gives'; Recognition approach with plaque possibly;

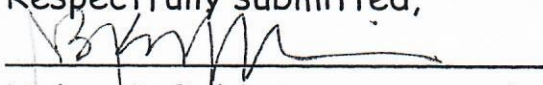
Other. The cyberbullying class given by Officer Cummings at NES proved to be effective when a young man at the library was playing a computer game and a stranger from another site logged on and started spewing nasty things while a young boy was playing. A fifth grade girl and her friend knew to tell an adult immediately and knew to tell the boy to close the window. The girl said, "this is what Officer Cummings said to do" and acted quickly.

	Circ FY17	Circ FY18	FY 17/18		Att FY17	Att FY18	FY17/18
Apr	3920	4108	4.80%		1629	1753	7.61%

NEXT BOARD MEETING The next board meeting will be Tuesday, June 4, 2018 at 6:00 p.m.

Meeting Adjourned: 6:59 p.m.

Respectfully submitted,


Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

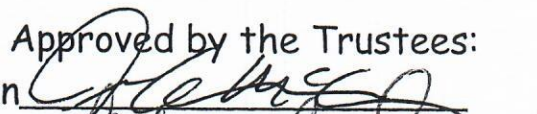

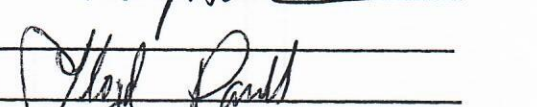

Jon McGowan

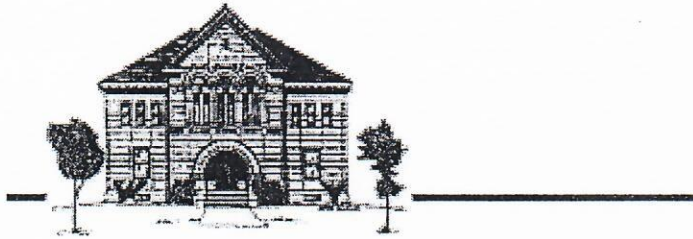
Paulina Borrego

Margot Fleck

Deb Potee

Lloyd Parrill



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113 Main Street Northfield, Massachusetts 01360
413.498.2400 FAX 413.498.5211 dmsn.tellconnect.org

Dear Members of the Northfield Energy Committee,

The Trustees of the Dickinson Memorial Library thank you sincerely for your work toward the grant to improve the efficiency of our building. We also truly appreciate the consideration and time that you gave to meeting with us to ensure that our needs as stewards of this historical building were reflected in your proposal.

We are disappointed that the grant was not funded, but know that you will go forward to assist our town and the library in moving toward better energy conservation and efficiency. Thank you!

Sincerely,

Nolan Kitfield, Secretary and Trustee
on behalf of our Board of Trustees:

Jon McGowan, Chair
Paulina Borrego, Treasurer
Margot Fleck
Lloyd Parrill
Deb Potee