

TRUSTEE MINUTES OF JUNE MEETING 2021

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Topic: Great Barrington Libraries Trustees

Time: Jun 10, 2021 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

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Meeting ID: 895 1614 1779

Passcode: 418098

One tap mobile

+19292056099,,89516141779#,,,*,418098# US (New York)

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Great Barrington Library Trustees will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on town's website, at www.townofgb.org. For this meeting, members of the public who wish to listen to the meeting may do so in the following manner: See instructions at the top of the agenda. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Great Barrington Libraries Board of Trustees

June 10 2021 5:30 pm Meeting via Zoom only

I. Call to Order at 5:38pm

A. Roll Call via Zoom: P. Hollenbeck: Here K. Plungis: Here J. Stanhope: Here
M. Heilbrun: Here C. Tucci: Here L. Clarke: Abs. Quorum in attendance
A. DeGiorgis: Here Audience: 3

B. Approval of May Minutes: Motion Made to Approve the May Minutes. 2nd. No Discussion.
Roll Call via Zoom: P. Hollenbeck: Yes K. Plungis: Yes J. Stanhope: Yes
M. Heilbrun: Yes C. Tucci: Yes L. Clarke: Abs. Vote: 5-0 Motion Passed.

C. Friends Report- H. Hamer: Reported that the Friends have purchased 4 white canopies for the Children's Room. They have been placed in the children's play area behind Mason Library.
Request to vote on Film Series to start after Labor Day.

L. Clarke arrived via Zoom at 5:45pm.

Motion Made to co-sponsor the First Saturday Film Series at Mason Library by the Friends, to run from Sept. 2021 till April 2022. Discussion.

Roll Call via Zoom: P. Hollenbeck: Yes K. Plungis: Yes J. Stanhope: Yes
M. Heilbrun: Yes C. Tucci: Yes L. Clarke: Yes Vote: 6-0 Motion Passed.

Motion Made to apply for a beer and wine license for the First Saturday Film Series at Mason, sponsored by the Friends from 6 pm to 10pm, for the following dates: September. 4, October 2, November 6, December 4, 2021, January 8, February 5, March 5, April 2, 2022.

2nd. Discussion.

Roll Call via Zoom: P. Hollenbeck: Yes K. Plungis: Yes J. Stanhope: Yes
M. Heilbrun: Yes C. Tucci: Yes L. Clarke: Yes Vote: 6-0 Motion Passed.

H.H. also reported that there was a request for outdoor movies. She stated that it's hard to find an outdoor setting due to the street lights and the longer daylight hours in an evening. Any ideas? What about showing on Ramsdell's lawn?

H.H. reported that the Friends have received an abundance of used books that are being stored in the Mason Community Room. That they have been unable to have the weekend outdoor book sales due to rainy weekends. However when they have had books outside, sales have been brisk.

D. Director's Report: ADeG: (See attached Report): She reported that 2 applications have been received for the YA Tech position and 3 applications have been received for the part time positions. She reported that the library's budget passed at the Town meeting, that the CPA fund request for Ramsdell also passed.

She reported on the nonworking AC unit at Mason, that Mason is very hot inside, this week at 92 degrees. That the DPW has provided fans and small AC units for locations on the main floor and that 2 AC units are in the windows in the Children's Room. The the DPW Supervisor is working on the bid documents for the broken AC roof unit.

That the summer reading program began June 7th. She does not yet have a precise number for the enrollees.

PH asked that the Trustees don't know F. Hernandez, could she "visit" the Trustees at the next Zoom meeting. ADeG stated that she was hired at the beginning of the Covid 2019 shutdown. That she is the new full time Staff member at Ramsdell, she can be visited there on Wednesday afternoons. ADeG will ask her if she is willing to "visit" during the July Zoom meeting.

PH noted that the town website advertising the 3 part time library positions is vaguely worded, that the word "library" should be in the text. ADeG will speak to the Town Hall.

II. Business

A. Treasurer's Report: JS, the new Treasurer, has no formal report this month. That she met with ADeG this afternoon and ADeG went through the Financial sheet set-up with her. She will report next month.

PH asked if hard copy newspapers will return to the libraries. ADeG stated that she will discontinue the Springfield Republican as it wasn't being read, that the Boston Globe, WSJ and NY Times will be decided in July. That the Berkshire Eagle had not been discontinued.

Building and Grounds: CT listened to a lengthy discussion by ADeG and various Trustees about the failure of the second AC unit on Mason's roof. Questions about when it was known when it had failed (last November), whether service contracts have existed on those units (installed in 2007 as part of the Mason addition, renovation) (seems that there were no service contracts) (that when the units were

installed in 2007 they were supposedly already out of date). PH asked that CT write a letter to the DPW Supervisor and a copy to the Town Manager that the Trustees and Staff are disappointed in the lack of AC in Mason and the length of the repair. That CT ask that a service contract be included in the new installation. It was stated that the Selectboard should know of this. CT will confer with ADeG as to specifics to be included in the letter.

III. Citizens Speak: A member of the Zoom audience stated that the Ramsdell Library is very important to Housatonic. She noted that the Housatonic Witch will make an appearance in October at the Ramsdell Library. She "appreciates everything you're doing and the hard work."

IV. Board Speak: PH noted that Zoom meetings may continue through April 2022.

MH restated her concern about the Staff working conditions re the heat in Mason Library. ADeG stated that the Union is involved with Town Hall about this. That the Staff are allowed and encouraged to take as many breaks as necessary and to keep hydrated.

PH noted that the AC has not been right at Mason since the renovation (2007).

An Audience Zoom member stated that typically more and more libraries are being used as cooling stations. That in the past, Sundays at Ramsdell had people coming in for the AC on hot summer days. That this is a concern for our citizens in the community, re Mason. That the libraries are also a place of refuge during the cold. MH repeated her concern for the Staff. Further discussion. ADeG stated that she is keeping a record of indoor temperatures at Mason. PH stated that industrial AC units should be brought into Mason. Further discussion.

V. Adjournment: Motion Made to Adjourn at 6:31pm. 2nd. No Discussion.

Roll Call via Zoom: P. Hollenbeck: Yes K. Plungis: Yes J. Stanhope: Yes

M. Heilbrun: Yes C. Tucci: Yes L. Clarke: Yes Vote: 6-0 Motion Passed.

Next Board meeting: July 8, 2021

Kathleen Plungis, Secretary

Pursuant to MGL. 7c. 30A sec. 20 (f), after notifying the chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium. At the beginning of the meeting, the chair shall inform other attendees of any such recordings. Any member of the public wishing to speak at the meeting must receive permission of the chair. The listings of agenda items are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Appropriated Account	Date	Mason		Ramsey		Total	Balance	Total Spent
		Start	End	Start	End			
Dues	5/31/2021	\$1,040	\$81.00			\$1,040	\$81.00	\$959.00
Equipment Repairs	5/31/2021	\$2,800	\$198.52	\$300.00	\$12.00	\$3,200	\$186.52	\$3,013.48
Office Supplies	5/31/2021	\$7,700	\$1,004.77	\$2,646.00	\$1,800.18	\$10,346	\$2,804.95	\$7,541.05

Appropriated Account	Date	Mason				LP				Adult eContent				YA				Child				Child eContent				Adult				Ramseyell eContent, Nonprint & Program Supplies is Adults and Kids				eContent				Total	Balance	Spent																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
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Print/Subscriptions	5/31/2021	\$27,000.00		\$9,030.70		\$6,500.00		\$1,355.91					\$3,600.00		\$540.92					\$155.27		\$17,000.00		\$1,668.53		\$1,200.00		\$1,200.00		\$10,000.00		\$3,252.67		\$800		\$238.34		\$3,000.00		\$283.82		\$2,400.00		\$1,125.06		\$3,066.00		\$1.03																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
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** Joint Print: Wowbrary, Magazines

** Joint Nonprint: CatExpress/WebDewey (cataloging), Niche, RB Video and remote computer help program coming later in FY21

Non-Appropriated in-Library Account	Date	Balance		Mason	Ramsey
		Start	End		
Out of State Fees	5/31/2021	\$120.00	\$0.00		
Copier Fees	5/31/2021	\$41.20	\$0.00		
Fines	5/31/2021	\$1,590.23	\$0.00		
Donations	5/31/2021	\$27,490.66	\$12,226.32		

Non-Appropriated Trusts Account	Date	Balance		Mason	Ramsey
		Start	End		
Mason Trust	5/31/2021	\$305.43	\$2,789.00		
Ramsdell Trust	5/31/2021	\$2,789.00	\$2,789.00		
Chesterow	5/31/2021	\$787.76	\$2,789.00		
Wheeler	5/31/2021	\$285.48	\$2,789.00		
Hollenbeck	5/31/2021	\$193.02	\$2,789.00		
Dewey	5/31/2021	\$252.48	\$2,789.00		
McKinley	5/31/2021	\$5,733.40	\$2,789.00		
Smith	5/31/2021	\$1,804.58	\$2,789.00		

Capital Accounts	Date	Balance		Mason	Ramsey
		Start	End		
M Capital Donations	5/31/2021	\$1,597.60	\$1,597.60		
R Capital Donations	5/31/2021	\$5,118.00	\$5,118.00		

State Aid Account	Date	Balance		Mason	Ramsey
		Start	End		
Mason Adult	5/31/2021	\$1,500.00	\$0.00		
Mason Children's	5/31/2021	\$2,300.00	\$13.93		
Ramsdell	5/31/2021	\$1,200.00	\$0.00		
Other	5/31/2021	\$500.00	\$16.00		
Total Allocated		\$5,500.00	\$29.93		
Total in Account		\$20,364.06			
Total Available after allocation		\$20,361.99			