

March 2023 Minutes  
**Great Barrington Libraries Board of Trustees**  
**March 9, 2023**  
**5:30 pm Meeting via Zoom only**

**I. Call to Order**

Roll Call

G. Patrick Hollenbeck (PH) x  
Carol McGlinchey (CM)x  
Lauren Clark (LC) x  
Ruby Chang (RC) x  
Christopher Tucci (CT)x  
Margaret Heilbrun (MH) x

Approve Minutes- pushed to April. Minutes not completed with Director's Report.

Friends Report

Directors Report- see attached report. Fine free initiative presented at Selectboard meeting. DPW updating flooring in Mason Community Room. PH asked if proposed \$200,000 reduction will come from the library budget. SK believes the committee is not targeting library funds. PH shared that historically the town has made attempts at reducing library budgets.

FY 2024 Budget update- public hearing is March 22.

Recommendation Votes:

Ramsdell letter of Intent for State Grant due April 28 4pm. This is a non-binding commitment, but required step in applying for the grant. SK shared that staff had met with the town administrators regarding the grant and immediate needs for Ramsdell facilities- particularly electric issues and water drainage. The process requires several years of commitment, significant fund raising, and a town vote of approval. SK suggested we are not prepared to submit a robust application. PH referred to the prior report on Ramsdell and Mason that answer some of the questions raised by town administration. Library Commission PH warned that the Somerville library, similar to Ramsdell required significant repairs and that Ramsdell may suffer a similar need. MH believed that without town administrators support, this grant will not move forward. PH reiterated that the commitment is a letter of intent. LC also believed a non-binding submission. RC asked what the cost of a roof will be, which is not eligible for repair with this grant (deferred maintenance is ineligible). PH hopes to meet with SK and town administrators when discussing maintenance needs at Ramsdell.

**LC makes a motion to sign the letter of intent for Library State Construction Grant for Ramsdell Library due April 28**

**RC seconds**

G. Patrick Hollenbeck (PH) x  
Carol McGlinchey (CM) abstain  
Lauren Clark (LC) x  
Ruby Chang (RC) x  
Christopher Tucci (CT) nay  
Margaret Heilbrun (MH) nay

**Motion Passes**

**Motion of LC Request of town manager to consider opening additional Sundays on October, November, January, February, April, and May. Motion does not receive a second.**

Sunday Openings Ramsdell- PH recommended that Sundays remain open at Ramsdell on holiday weekends for equitable access to working community members. Library contract prohibits union staff requiring work on Sunday. PH shared that the Shrewsbury Library pays for this from community donations. SK shared that the collective bargaining agreement with the union has completed. Talya Leodari, library staffer, clarified that all staff are union members and voted to ratify the CBA which does not have additional open Sundays.

LC asked why the motion did not receive a second. MH shared that the library director and senior staff do not support this motion. CM also reiterated the staff recommendation is the reason for not advancing motion.

Kanopy- PH contacted Kanopy regarding credits, we offer ten credits where most offer four. Since March of 2022, 30%. SK shared that 87 patrons account for all Kanopy use of allotted \$160 limit. CM reminded the board of continued access through Boston Public Library.

TixKeeper- SK shared the cost of the TixKeeper program is \$600 per year. Currently have MassMoca and Clark museum passes. Botanical Garden and Parks passes are not currently active. The TixKeeper program, if added, could handle additional passes.

**Motion to move funds from Kanopy to TixKeeper  
CT moves, CM seconds**

PH nay  
CH y  
RC nay  
LC abstain  
MH y  
CT y

**Motion passes**

Opening Meeting Law Filing requirement/ Conflict of Interest

This is required to completed.

II. **Treasurers Report** Current Budget updates included in directors report.  
**Building and Grounds**

III. **Citizens Speak**

IV. **Board Speak**  
PH states they will resign from the board.

V. **Adjournment**  
6:47pm

*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*

**February 2023 Library Report**  
**Great Barrington Library Board of Trustees Meeting**  
**Thursday, March 9<sup>th</sup> 2023**

February 2023 Statistics:

- Libby/OverDrive: 1,795
- Mason circulation (everything, all libraries): 7,270
- Ramsdell circulation (everything, all libraries): 959
- Mason in-person visitors: 4,051 – this number does not include the front door 2/1-2/14
- Ramsdell in-person visitors: 334

Budget:

- FY23: please see attached
- FY24

Updates:

- Fine Free
- Community Room

Additional:

- TixKeeper
- Kanopy

Non-Appropriated Library Trusts & Accounts: beginning FY23 & mid-FY23			
Nonexpendable Trusts: Principal			
Mason Library		\$	1,063.00
Mason Library		\$	3,000.00
Ramsdell Library		\$	3,000.00
Smith		\$	24,045.00
Dewey		\$	1,707.58
McKinley		\$	28,548.20
Chesanow Reading Fund		\$	3,500.00
Total		\$	64,863.78
Expendable Trusts: interest from Nonexpendable Trusts			
Name/Description	Designation	7/1/2022	1/23/2023
Hollenback Trust	Mason: new books	\$ 205.32	\$ 208.50
Mason Library	Mason	\$ 337.84	\$ 346.21
Ramsdell Library	Ramsdell	\$ 2,844.59	\$ 2,858.94
Smith Trust	No specific designation, but traditionally spent on things for children	\$ 2,063.26	\$ 2,130.01
Dewey Trust	Mason: nonfiction	\$ 271.71	\$ 276.67
G McKinley Trust	No specific designation, but traditionally spent on large print for Mason	\$ 6,069.84	\$ 6,156.66
Chesanow Reading Fund	Literacy: books, instructors, reading aids	\$ 829.82	\$ 840.68
Elizabeth Wheeler Trust	Furnishings	\$ 288.27	\$ 288.99
		\$ 12,910.65	\$ 13,106.66
Donation Accounts			
Name/Description	Designation	7/1/2022	1/23/2023
Mason Library Donations	Mason	\$ 24,000.56	\$ 24,855.62
Deykin Donation	Mason	\$ 1,597.60	\$ 1,597.60
Ramsdell Library Donations	Ramsdell	\$ 12,793.18	\$ 13,008.18
Ramsdell Capital Improvements	Ramsdell; \$1,000 from Thurs. Morning Club for parking lot	\$ 5,118.00	\$ 5,118.00
		\$ 43,509.34	\$ 44,579.40
State Grant Account			
Name/Description		7/1/2022	1/23/2023
State Grant		\$ 29,826.51	\$ 26,625.31

Library Budget FY23			
FY23	Budget	Spent	3/1/2023
Equipment Maintenance & Repair	\$ 3,200.00	\$ 2,292.96	\$ 907.04
Office Supplies	\$ 10,350.00	\$ 7,559.40	\$ 2,790.60
Programming Supplies	\$ 3,170.00	\$ 1,757.06	\$ 1,412.94
Travel/Training	\$ 1,400.00	\$ 15.25	\$ 1,384.75
Dues & Memberships	\$ 1,010.00	\$ 885.00	\$ 125.00
Nonprint Materials	\$ 36,000.00	\$ 24,596.36	\$ 11,403.64
Books/Subscriptions	\$ 80,000.00	\$ 59,532.68	\$ 20,467.32