

GREAT BARRINGTON LIBRARY BOARD OF TRUSTEES MINUTES

FEBRUARY 11, 2021

I. CALL TO ORDER AT 5:30pm BY PATRICK HOLLENBECK

- A. ROLL CALL VIA ZOOM: PATRICK HOLLENBECK: HERE
KATHLEEN PLUNGIS: HERE JANE STANHOPE: HERE
MARGARET HEILBRUN: HERE CHRIS TUCCI: HERE
LAUREN CLARK: (JOINED AT 5:45pm)
AMANDA DeGIORGIS, DIRECTOR: HERE AUDIENCE: -0-

- B. APPROVAL OF JANUARY MINUTES: MH: MOTION MADE TO APROVE JANUARY MINUTES.
CT: 2nd. KP NOTED THAT THERE IS ONE MISSPELLING. NO DISCUSSION.
ROLL CALL VIA ZOOM: PATRICK HOLLENBECK: YES KATHLEEN PLUNGIS: YES JANE
STANHOPE: YES MARGARET HEILBRUN: YES
CHRIS TUCCI: YES LAUREN CLARK (NOT YET ATTENDING)
VOTE: 5 – 0 PASSED

- C. FRIENDS REPORT: NO REPORT

- D. DIRECTOR'S REPORT: ADeG: (SEE ATTACHED REPORT): THE DIRECTOR HAD NO
MONETARY REQUEST. THE DIRECTOR GAVE AN UPDATE ON THE COVID SITUATION. SIX
EMPLOYEES ARE WORKING. THAT ONE EMPLOYEE, ED HUNT, HAS SUBMITTED HIS
RESIGNATION, THAT HE IS RETIRING. HE HAD BEEN WITH THE LIBRARY FOR 10 YEARS. THE
REMAINING EMPLOYEES ARE FURLOUGHED WITH ONE POSITION AND A HALF TIME
POSITION NOT FILLED.

- E. THE DIRECTOR REPORTED THAT THE LIBRARY HAS BEEN CERTIFIED FOR 2021. THAT THE
LIBRARY BUDGET WILL APPEAR BEFORE THE SELECTBOARD AND FINANCE COMMITTEE
ON WEDNESDAY THE 16th OF FEBRUARY. ADeG HAS NOT CUT THE BUDGET, IT'S LEVEL
FUNDED EXCEPT FOR SALARY INCREASES. SHE HAS PASSED IT ONTO THE SELECTBOARD
AND FINANCE COMMITTEE FOR REVIEW. THE NEW WEBSITE HAS MADE POSTING OF
NEWS EASIER. SOME MAINTENANCE AND TWEAKING STILL NEEDS TO BE DONE.

PH NOTED THAT A PATRON HAD EMAILED HIM, ADeG, AND THE TOWN MANAGER REGARDING
THE REOPENING OF RAMSDELL. THE TOWN MANAGER HAS RESPONDED TO THE PATRON. WHEN
ASKED BY PH, ADeG RESPONDED THAT THE TOWN MANAGER MAY LOOK AT LATE MARCH FOR
THE REOPENING OF

II. BUSINESS:

C. TREASURER'S REPORT: KP: THE FINANCIAL SHEET PROVIDED BY THE DIRECTOR SHOWS SPENDING WITHIN ACCEPTABLE LEVELS. KP NOTED THAT THE LIBRARY IS IN ITS 8th MONTH OF THE FISCAL 2021 YEAR. THAT JUST OVER 51% OF THE "PRINT/SUBSCRIPTION" BUDGET HAS BEEN SPENT. THAT JUST OVER 47% OF THE NON-PRINT BUDGET HAS BEEN SPENT WITH 4+ MONTHS REMAINING IN THE FISCAL YEAR.

D. BUILDINGS & GROUNDS: CT HAD NOTHING TO REPORT.

PH ASKED ABOUT THE FREE STANDING WiFi SIGNS. ADeG REPORTED THAT THE SNOW HAS RENDERED A COUPLE SIGNS BROKEN AND WITH THE HIGH SNOW, THEY WON'T BE PLACED OUT UNTIL THE SNOW LESSENS. SHE HAS REPLACEMENTS FOR THE SIGNS THAT HAVE BEEN DAMAGED. PH WANTS TO MAKE SURE THAT 2 SIGNS ARE AGAIN PLACED IN OPPOSITE DIRECTIONS ON RAMSDELL'S LAWN.

V. CITIZEN SPEAK: NONE

VI. BOARD SPEAK: PH INQUIRED ABOUT WHETHER ADeG IS ABLE TO "SEE" HOW MANY PATRONS LOG ONTO THE DIGITAL NEWSPAPERS. SHE REPLIED THAT THE WASHINGTON POST GIVES HER A MONTHLY UPDATE, THAT FOR JANUARY THE SITE HAD 30 CODES USED. THAT NUMBER DOES NOT INDICATE WHETHER THE PATRON VISITED ONLY ONCE OR DAILY.

V. ADJOURN: KP: MOTION TO ADJOURN AT 5:59 pm. LC: 2nd. NO DISCUSSION.

ROLL CALL VIA ZOOM: PATRICK HOLLENBECK: YES KATHLEEN PLUNGIS: YES JANE
STANHOPE: YES MARGARET HEILBRUN: YES
CHRIS TUCCI: YES LAUREN CLARK: YES
VOTE: 6 – 0 PASSED

NEXT MEETING IS MARCH 11, 2021

Kathleen Plungis, Secretary

January Library Life February 11, 2021

Libby/OverDrive: 1,501

Mason Circulation (everything): 3,926

Ramsdell Circulation (everything): 395

Mason had 576 curbside pick-up appointments

Ramsdell had an average of 38 curbside pick-ups a week



- **State Aid:** MBLC met February 4 and voted on certifying libraries. We are certified for FY21 and our first payment will be \$6,951.12. The second amount will be determined later in March after the MBLC has gone through the waivers. The funds will be transferred to the Town in a few weeks.
- **CPA:** Our application was approved by the CPC committee and now goes to Town Meeting to be voted upon.
- **Budget FY2022:** The library budget will be discussed on Wednesday, February 17th starting at 6:30pm. This will be done via Zoom. The Town Manager has not made cuts but it was stressed at our department head meeting this month that the Finance Committee is going to be tough on all of us this cycle.
- **Operations:** We continued with curbside throughout January and demand remains high. We are grateful that ILL has remained up and running. Our patrons are still reading, watching videos and more. We welcome the contact and enjoy hearing from them on the phone and via email.
- **Upcoming Virtual Programming:**
 - Mr. Picard is doing a final talk for us on the New England Maple Sugar Harvest. This will be on February 25.

- A second workshop with Barry Van Dusen on water coloring painting birds will be February 27. The first workshop had over 50 participants
- There will be a virtual garden talk of the gardens of Scotland in March.
- The Powder Keg Women's Writing Group is starting up again and will take place via Zoom.
- Children's Virtual Programming continues with story times, a book club and monthly special crafts.
- Details and registration on all events can be found on our website.

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and remote computer help program coming later in 1992.

State Fund	Date	Balance
Respect	1/31/2021	\$1,500.00
Wason Adult	1/31/2021	\$1,500.00
Wason Children's	1/31/2021	\$2,000.00
Ramsdell	1/31/2021	\$1,200.00
Other	1/31/2021	\$700.00
Total Allocated		\$5,000.00
Total in Account		\$6,875.00
Total Available after allocation		\$1,875.00

as of Jan. 31, 2021

Accounts as of January 31, 2021
(February Meeting)

Appropriated Account	Date	Mason	Ramsdell	Total	Balance	Total Spent
Dues	1/31/2021	\$1,040	\$81.00	\$1,040	\$81.00	\$959.00
Equipment Repairs	1/31/2021	\$2,800	\$300.00	\$3,100.00	\$489.82	\$2,610.18
Office Supplies	1/31/2021	\$7,700	\$2,646.00	\$10,346	\$5,694.13	\$4,651.87

Appropriated Account	Date	Mason	Ramsdell	Adult eContent	Child eContent	Child	YA	LP	Kids	Supplies for Adults and Kids	eContent	Joint Services**	Contingency	Total	Balance	Spent
Print/Subscriptions	1/31/2021	\$27,000.00	\$16,050.00	\$9,570.15	\$3,600.00	\$760.10	\$3,600.00	\$5,233.24	\$800	\$1,766.25	\$1,200.00	\$1,200.00	\$1,000.00	\$1,200.00	\$1,200.00	\$1,200.00
Nonprint	1/31/2021	\$13,000.00	\$5,136.96	\$1,300.00	\$1,300.00	\$75.07	\$1,300.00	\$2,996.39	\$800	\$4,101.13	\$1,200.00	\$1,200.00	\$1,000.00	\$1,200.00	\$1,200.00	\$1,200.00
Program Supplies	1/31/2021	\$892.00	\$692.00	\$1,300.00	\$1,300.00	\$1,650	\$1,650	\$429.66								

Account	Date	Mason	Ramsdell
Out of State Fees	1/31/2021	\$100.00	\$0.00
Confer Fees	1/31/2021	\$2.00	\$0.00
Fines	1/31/2021	\$1,038.77	\$0.00
Donations	1/31/2021	\$22,185.17	\$12,400.20

Account	Date	Mason	Ramsdell
Mason Trust	1/31/2021	\$294.45	\$0.00
Ramsdell Trust	1/31/2021	\$2,701.18	\$0.00
Chessnow	1/31/2021	\$773.52	\$0.00
Wheeler	1/31/2021	\$284.54	\$0.00
Hollenbeck	1/31/2021	\$188.85	\$0.00
Dewey	1/31/2021	\$284.54	\$0.00
McKinley	1/31/2021	\$5,619.58	\$0.00
Smith	1/31/2021	\$1,717.05	\$0.00

Account	Date	Mason	Ramsdell
M Capital Donations	1/31/2021	\$1,597.60	\$0.00
R Capital Donations	1/31/2021	\$5,118.00	\$0.00

Account	Date	Mason	Ramsdell
Mason Adult	1/31/2021	\$1,500.00	\$1,500.00
Mason Children's	1/31/2021	\$2,300.00	\$1,020.00
Ramsdell	1/31/2021	\$1,200.00	\$325.00
Other	1/31/2021	\$500.00	\$16.00
Total Allocated		\$5,500.00	\$2,861.00
Total to Account		\$5,500.00	\$2,861.00
Total Available after allocation		\$13,924.27	\$13,924.27

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