

LIBRARY BOARD OF TRUSTEES

- I. Call to Order at 5:39 pm. Thursday, February 10, 2022
 - A. Roll Call via Zoom: P. Hollenbeck: Here K. Plungis: Here
J. Stanhope: Here M. Heilbrun: Here C. Tucci: Here
L. Clark: Here A. DeGiorgis, Library Director Audience: 10
 - B. Motion to Approve January Minutes: Tabled until March. KP had inserted the wrong 2nd page.
 - C. Friends Report: E. Abrahams: Bibles continue to be available for free on Mason Library's first floor. There are also 2 tables of paperback books available for free. As always, donations are accepted. In March, antique books will be given away by the Friends.
LC asked if free books can be given out at local food pantries. She had read of this activity done at other food pantries. Ed said that he will look into it.
 - D. Director's Report: A. DeG reported that more activity is being seen at the libraries compared to January when it seemed a local uptick in Covid appeared to keep people away. That the Library budget for 2023 passed review and for now, remains intact. That there are two full time positions still to be filled at the libraries. A discussion ensued as to why, discussion centered around hourly salary seeming to be a deterrent to applicants. Further brainstorming of ideas to solve the staffing shortage occurred.
 - E. A. DeG stated that it is a challenge to fill the staffing schedules of both libraries and that there may need to be curtailing of hours in the future. The HAV system for Mason has gone out to bid. That the DPW Supervisor is including money for a handicap ramp at Ramsdell in the '23 budget. That the DPW is aware of the crumbling eggshell molding above Mason's front door.
PH said that he has used the "Hotspot" apparatus and that the library should actively advertise their availability in the libraries. That the internet connections via a Hotspot from just about anywhere is excellent.
- II. A. Treasurer's Report: JS: Everything is on track. The equipment Repair account needed an infuse of \$20 because of a repair to the coin machine

attached to the copier at Mason. With the Equipment Repair account near zero, an infusion of \$20 was transferred from the Office Supplies account.

B. Buildings and Grounds: CT deferred to A. DeG as stated in her report. KP asked if the bid on the Ramsdell boiler has been rebid. M. Pruhenski stated that he will get an answer tomorrow (Feb. 11th).

III. Lauren Clark Update on proposed DuBois statue: LC reported that she has met with J. Michaels. That J. Michaels is forming three committees: an advisory, a development (fundraising), and a design committee. Discussion continues. That J. Michaels is working on an ad for sculptors. A Trustee asked if the committee is reaching out to local African Americans in our community or area organizations. LC said that it is on JM's agenda to do so. LC also read various comments written in a booklet beside the proposed plaza depiction in Mason. The majority of the comments were positive ones, others gave constructive suggestions. JM's group has been told that they need an architect rendering for the proposed plaza at Mason. LC stated that it is a rendering and that it may be different once sculptors submit their designs. PH asked if there was a timeline. LC replied that JM reports it will be at least another year. A discussion ensued as to whether the library website can be used for the promotion of the proposed plaza. KP noted that the library is a town website, that it may not be allowed (JM's group being a private group). MH referred to a publicized article noting that the sculpture project proposed for Sheffield honoring Elizabeth Freeman had not yet engaged the local African American community and that JM's committee needs to do so. LC said that JM will be doing so.

PH asked if the town Manager had any comments. Mark Pruhenski said that in the future the Trustees will be asked to approve, in concept, the statue and related work. As also the Historic District Commission. The Selectboard will then look at the approval before making a final determination.

PH then referred back to the staff vacancies. Whether a sign on bonus is possible. A discussion ensued with discussion ranging from union collective bargaining, increasing the starting hourly salary (current contract runs for another 2-3 years), has A. DeG heard anything from the State Library Commission for any solution re vacancies. She replied that many libraries in the State are union and collective bargaining. A. DeG was asked if the part timers have been asked if they want

more hours. She replied that the part timers have been asked and that they have declined.

IV: Citizen Speak: None

V. Board Speak: PH gave an update re the overall Omnicrom numbers, that organizations anticipate a good summer with their programs.

VI. Adjournment: PH: Motion to Adjourn at 6:22 pm All agreed. Adjourned.

Next Meeting: March 10, 2022

Kathleen Plungis
Trustee - Secretary

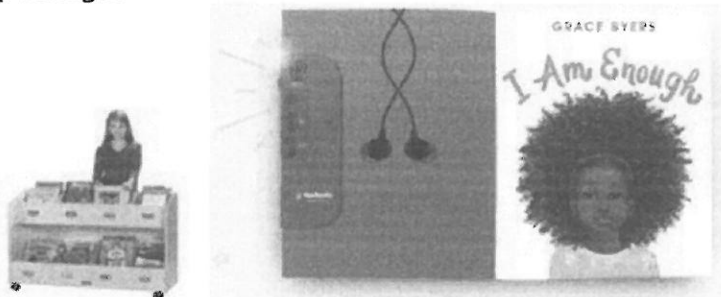
February Library Life March 10, 2022

Stats from February:

Libby/OverDrive: 1,610
Mason Circulation (everything): 6,252
Ramsdell Circulation (everything): 942
Mason had 4,024 in person visitors
Ramsdell had 319 in person visitors

- **Funding Requests:**

- \$400 from State Aid to cover a last minute programming addition on Racism
- \$680 from Mason Donations to purchase a mobile book organizer for the Children's Room to house the new Vox Books/WonderBooks that Laurie is purchasing. Vox Books/WonderBooks are print and audiobooks in one package.



- **Staffing:** Hiring is moving slowly. The FT interviews are complete and we found a candidate. We are awaiting the physical and background check. I have received the PT applications and will be moving forward with those interviews next week. We did tweak the library hours temporarily and that has made a big difference with the current staff.
- **Buildings and Grounds:** Sean was able to get someone to stop and measure for carpet replacement at Mason. I have not heard yet if that is a go or not. The bids went out for the HVAC and boiler. Sean also shared that there will be a presentation next month (TBD) on the ADA design for Ramsdell for the Board.

Appropriated Account	Date	Start	End	Total Spent
Dues	2/28/2022	\$1,010	\$51.00	\$959.00
Equipment Repairs	2/28/2022	\$3,200	\$0.32	\$3,200.68
Office Supplies	2/28/2022	\$10,350	\$5,261.44	\$5,088.56

Appropriated Account	Date	Mason		LP		YA		Child		Adult		LP		Ramsdell		Kids		eContent		Joint Services**		Contingency		Total	Balance	Spent
		Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End					
Print/ Subscriptions	2/28/2022	\$22,685.00	\$10,989.91	\$6,000.00	\$1,438.74	\$3,800	\$2,602.76	\$17,000	\$3,050.45	\$9,000	\$3,653.37	\$800	\$407.40	\$9,000.00	\$3,791.05	\$10,000.00	\$5,404.70	\$5,900.00	\$479.78	\$1,000.00	\$1,000.00	\$79,185.00	\$30,455.06	\$48,729.94		
Nonprint	2/28/2022	\$10,100.00	\$4,037.70			\$800	\$29.94	\$6,000	\$1,743.17	\$5,000	\$2,589.20			\$9,000.00	\$3,791.05	\$9,000.00	\$3,221.42	\$4,172.00	\$0.00	\$918.00	\$918.00	\$35,990.00	\$12,539.43	\$23,450.57		
Program Supplies	2/28/2022	\$895.00	\$419.74					\$1,650	\$723.57	\$625	\$198.12											\$3,176.00	\$1,441.49	\$1,734.51		

Non-Appropriated in Library Account	Date	Balance		Mason	Ramsdell
		Debit	Credit		
Out of State Fees	2/28/2022		\$400.00	\$0.00	
Copier Fees	2/28/2022	\$724.51	\$4.85		
Fines	2/28/2022	\$1,877.99	\$14.00		
Donations	2/28/2022	\$2,470.02	\$12,779.03		

Mason = 24,070.02

Non-Appropriated Trusts Account	Date	Balance		Mason	Ramsdell
		Debit	Credit		
Mason Trust	2/28/2022	\$325.79	\$pend interest only, Mason only.		
Ramsdell Trust	2/28/2022	\$2,823.92	\$pend interest only, Ramsdell only.		
Chesnow	2/28/2022	\$814.19	\$pend interest only, Literacy related		
Wheeler	2/28/2022	\$287.23	Unrestricted by library or purpose		
Hollenbeck	2/28/2022	\$200.75	\$pend interest only, New books for Mason		
Dewey	2/28/2022	\$264.57	\$pend interest only, Nonfiction books for Mason		
McKinley	2/28/2022	\$5,944.66	\$pend interest only, Traditionally for large print for Mason but otherwise unrestricted		
Smith	2/28/2022	\$1,967.02	\$pend interest only, Traditionally for children's but no library specified		

Capital Accounts	Date	Balance		Mason	Ramsdell
		Debit	Credit		
IM Capital Donations	2/28/2022	\$1,597.60	Mason only, For capital projects.		
R Capital Donations	2/28/2022	\$5,118.00	Ramsdell only, \$1000 earmarked for parking lot. For capital projects		

State Aid Account	Date	Balance		Mason	Ramsdell
		Start	Current		
Adult	2/28/2022	\$850.00	\$250.00		
Mason Children's	2/28/2022	\$400.00	\$400.00		
Ramsdell	2/28/2022	\$250.00	\$250.00		
Other	2/28/2022	\$0.00	\$0.00		
Total Allotted		\$1,500.00	\$900.00		
Total in Account		\$28,253.98			
Total Available after allocation			\$27,353.98		

** Joint Print: Wowbrary, Magazines, Wash Post, WSJ
** Joint Nonprint: WebDewey (cataloging), NYT, NYT Cooking