

GREAT BARRINGTON LIBRARY BOARD OF TRUSTEES: MARCH 2022 MEETING
MARCH 10, 2022

TOWN CLERK
GREAT BARRINGTON
APR 19 2022 AM 10:5

I. Call to Order at 5:33 pm by Patrick Hollenbeck.

A. Roll Call via Zoom: P. Hollenbeck: Here K. Plungis: Here L. Clark: Here

J. Stanhope: Absent(arrived 5:42pm) M. Heilbrun: Here C. Tucci: Here

A. DeGiorgis, Library Director: Here Audience: 8

B. KP: Motion to Approve the January Minutes: LC: 2nd. No discussion.

Roll Call via Zoom: PH: Yes KP: Yes LC: Ys JS: not yet here

MH: Yes CT: Yes Vote: 5-0 Motion Passes.

C. KP: Motion to approve the February Minutes: LC: 2nd. No discussion.

Roll Call via Zoom: PH: Yes KP: Yes LC: Yes JS: not yet here

MH: Yes CT: Yes Vote: 5-0 Motion Passes.

D. Friends report: E. Abrahams sent via email: Last month's Sacred Book sale was a success in that we found homes for over three hundred hymnal and prayer books that had been donated. We are holding onto books that were not taken, we promised that nothing would be thrown away. Technically books were free but we asked for donations.

Currently there's a children's book giveaway upstairs and downstairs. Lee Bank gives the Friends a donation so that we never charge for children's books.

Next month we hope to start putting books outside again.

Holly Hamer, a Friend, thanked Kathy Plungis for her many years of service to the Trustees. K. Plungis has resigned, effective May 9, 2022.

E, Director's Report: A. DeGiorgis (see attached report): KP: Motion to Approve \$400 from State Aid for programming. LC: 2nd. Discussion. A. DeG stated that a last minute 2 part program on Racism has been added to the virtual programming. The \$400 covers four stipends. The program will occur from March 31 to the first week in April. PH noted that this will be a

great Zoom presentation. CT asked that A. DeG share feedback from the program with the Trustees.

Roll Call via Zoom: PH: Yes KP: Yes LC: Yes JS: not here MH: Yes CT: Yes

Vote: 5-0 Motion Passes

KP: Motion to Approve \$680 from State Aid for a mobile book organizer for the Mason Children's Room. CT: 2nd. Discussion. A. DeG responded to various questions about the item. Please see her attached report.

Roll Call via Zoom: PH: Yes KP: Yes LC: Yes JS: Yes MH: Yes CT: Yes

Vote: 6-0 Motion Passes.

KP then asked about the progress on the purchase of air purifiers for both libraries. A. DeG responded that the DPW and Town Manager have not found monies for these. A discussion ensued amongst the Trustees on the necessity of having them for both libraries, not only for the concerns of Covid but for the oncoming summer pollen. Responding to a question, A. DeG stated that an air purifier is not part of the replacement HAVC system at Mason.

KP suggested using State Aid for the purchase of the air purifiers. Continued discussion. It was decided to have A. DeG research the brands of purifiers that would serve the need of the libraries and to again approach the DPW and Town Manager for monies for these necessary purifiers. A Motion to approve money from State Aid was tabled until the next meeting.

II. Treasurer's Report: JS (see attached report): An typo was found under Mason Donations. A. DeG will correct.

JS asked when the Library's 5 Year plan will be updated. A. DeG stated that it has not yet begun. It usually takes place during the summer and fall and will begin when the Board is reformed (elections are in May).

Buildings & Grounds: CT said for the Board to read A. DeG's report. That the downstairs Community room may get new carpet this year. It was noted that the carpet had been installed in 2007.

III. Citizen's Speak: Carol McFlin^{ley} spoke and stated that she will be on the ballot for the remaining two years of Kathy Plungis' seat. That she has lived in Housatonic for years, is

passionate about Ramsdell Library and recalled the late Alice Bubriski's strong support for keeping Ramsdell open.

IV. Board Speak: PH noted that Jane Stanhope is not seeking reelection and he thanked her and stated he appreciated her years with the Board.

LC asked when the Board can stop Zooming and begin meeting in person. PH thought face to face meetings can begin in July. A.DeG will find out.

V. Adjournment: KP Motion to Adjourn at 6:14 pm. PH: 2nd. All in favor. Adjourned.

Next meeting: April 14, 2022

Kathleen Plungis, Secretary, Trustee

March Library Life April 14, 2022

Stats from March:

Libby/OverDrive: 1,796
Mason Circulation (everything): 7,958
Ramsdell Circulation (everything): 1,134
Mason had 6,070 in person visitors
Ramsdell had 291 in person visitors

- **Funding Requests:**

- State Aid \$2,500 (Children's SRP/Programming)
 - Laurie has requested funding from State Aid to help cover the costs of Summer Reading. We have covered these items in the past but we normally covered it under the blanket amounts we received for programming.
 - The breakdown is as follows:

Ingram	SRP prizes, misc. prize books	\$480.00	includes Ramsdell
iRead	SRP iRead prizes, decor, posters, signage, craft supplies	\$645.00	includes Ramsdell
Amazon	craft supplies, prizes	\$300.00	includes Ramsdell
Demco/Beanstack	1000 Books before Kindergarten program	\$500.00	includes Ramsdell
<u>MovingMinds</u>	teen room seating	\$400.00	
Scholastic Literacy partnership	SRP cheap softcover prizes	\$156.00	includes Ramsdell
		\$2,481.00	

- **State Aid:** I received notice that the final payment for our State Aid grant is on its way. The second payment is \$6,400.35. Our total for FY22 was \$12,793.60
- **Staffing:** Hiring is still moving slowly. Our new FT Youth Services Tech starts Tuesday, April 19. Her name is Juliana Harris and she comes to us from the Sheffield Library. She is enthusiastic, ready to go and comes with some knowledge of Evergreen and our local libraries. We have made an offer for the PT position and are just waiting on the process from Town Hall.

- **Buildings and Grounds:**
 - Ramsdell Presentation was on Monday, April 11, 2022.
 - Sean will be leaving Great Barrington for another position in Longmeadow at the end of May.
 - As of this week, no one has submitted a bid on the Mason HVAC. Sean is attempting to find someone to do the project without having to resubmit the RFP.
 - DPW cleaned up the grounds at Mason on Monday and will be doing the same at Ramsdell when the weather is good.
- **Air Purifiers:** I am still waiting to hear back from the companies I reached out to regarding pricing and specs. I hope to have some more information soon.
- The library staff and I wish to say thank you to both Kathy Plungis and Jane Stanhope for their service on the Board.
- The Conversation about Racism program went extremely well. There were 24 attendees and Talya reports that it was a thoughtful, informative and great program.

Appropriated Account	Date	Start	End	Total Spent
Dues	3/31/2022	\$1,010	\$51.00	\$959.00
Equipment Repairs	3/31/2022	\$3,200	\$0.00	\$3,200.00
Office Supplies	3/31/2022	\$10,350	\$4,893.19	\$5,456.81

Appropriated Account	Date	Mason		YA		Child		Adult		IP		Ramsdell		aContent		Joint Services**		Contingency		Total	Balance	Spent
		Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End			
Print/Subscriptions	3/31/2022	\$22,685.00	\$9,095.21	\$6,000.00	\$1,946.57	\$3,800.00	\$4,354.68	\$17,000.00	\$1,787.83	\$9,000.00	\$2,993.33	\$800.00	\$175.20	\$3,000.00	\$553.92	\$479.78	\$1,000.00	\$1,000.00	\$1,000.00	\$79,185.00	\$24,858.95	\$54,326.05
Nonprint	3/31/2022	\$10,100.00	\$2,389.18			\$6,000.00	\$29.94	\$1,147.67	\$5,000.00	\$2,301.75				\$9,000.00		\$0.00	\$918.00	\$918.00	\$918.00	\$35,990.00	\$10,421.42	\$25,568.58
Program Supplies	3/31/2022	\$895.00	\$419.74			\$1,650.00	\$310.25	\$625.00	\$215.10							\$2,617.88	\$4,172.00	\$0.00	\$0.00	\$3,170.00	\$945.09	\$2,224.91

** Joint Print: Wowlibrary, Magazines, Wash Post, WSJ

**Joint Nonprint: WebDewey (cataloging), NYT, NYT Cooking

Non-Appropriated In-Library		Balance		Ramsdell	
Account	Date	Start	End	Start	End
Out of State Fees	3/31/2022	\$425.00	\$0.00		
Copier Fees	3/31/2022	\$910.31	\$4.85		
Fines	3/31/2022	\$2,377.25	\$14.00		
Donations	3/31/2022	\$24,146.75	\$12,754.03		

Non-Appropriated Trusts		Balance		Stipulations	
Account	Date	Start	End	Start	End
Mason Trust	3/31/2022	\$331.01	Spend interest only, Mason only.		
Ramsdell Trust	3/31/2022	\$2,832.89	Spend interest only, Ramsdell only.		
Chesnow	3/31/2022	\$820.97	Spend interest only, Literacy related		
Wheeler	3/31/2022	\$287.68	Unrestricted by library or purpose		
Hollenbeck	3/31/2022	\$202.73	Spend interest only, New books for Mason.		
Dewey	3/31/2022	\$267.66	Spend interest only, Nonfiction books for Mason.		
McKinley	3/31/2022	\$5,998.96	Spend interest only, Traditionally for large print for Mason but otherwise unrestricted		
Smith	3/31/2022	\$2,008.75	Spend interest only, Traditionally for children's but no library specified		

Capital Accounts		Balance		Stipulations	
Account	Date	Start	End	Start	End
M Capital Donations	3/31/2022	\$1,597.60	Mason only, For capital projects.		
R Capital Donations	3/31/2022	\$5,118.00	Ramsdell only, \$1000 earmarked for parking lot. For capital projects		

State Aid		Balance		Current	
Account	Date	Start	End	Start	End
Adult	3/31/2022	\$850.00	\$450.00		
Mason Children's	3/31/2022	\$400.00	\$0.00		
Ramsdell	3/31/2022	\$250.00	\$25.00		
Other	3/31/2022	\$0.00	\$0.00		
Total Allocated		\$1,500.00	\$475.00		
Total in Account		\$27,378.93			
Total Available after allocation		\$26,903.93			