

Great Barrington Libraries Board of Trustees

September 13, 2018

5:30 P.M.

Mason Library

I. Call to Order

Meeting called to order at 5:32 pm.

A. Attendance:

Kathy Plungis (KP) Patrick Hollenbeck (PH) Dana Coleman (DC)

Hilda Banks-Shapiro (HB-S) Amanda DeGiorgis, Director (ADeG)

Absent: Lauren Clarke And one Trustee vacancy Audience: 3

B. Approval of August minutes: DC Motion to approve. HB-S2nd. Vote: 4 - 0

Chairman Pat Hollenbeck announced Dana Coleman has submitted her resignation, Effective the end of this meeting. She cited family responsibilities.

PH noted that there are now two vacancies on the Trustees.

He then announced that with D. Coleman's resignation, there are now two vacancies for the Trustee Board.

With two letters received for the previous one position open, he stated that both applicants' names can be forwarded to the Town Manger and Selectboard and thus, the Executive Session (Trustee Vacancy) scheduled for the end of this meeting is canceled.

C. Friends: H. Hamer: The book sale in the main lobby at Mason continues to do well. The Friends will be mounting a display pertaining to Trees in both display cases at Mason and the "First Saturday" night film will pertain to trees. In addition, the trees planted along Main Street will have identifying markers placed near each.

HH noted that approximately 50 people attended the September film.

The friends received a \$500 donation in memory of Martha Race and the Library Director noted that the library has also received donations in memory of Martha, \$200.

D. Discussion and Votes: KP Motion to approve \$138.57 from the Ramsdell Donation Account for the travel cost overrun expense for Rob Cullin of KBA re the September presentation at Ramsdell Library. DC 2nd. Vote: 4-0.

ADeG gave a short presentation about the switching of the Children's and Art Book Collection rooms at Ramsdell. She requested funds to purchase a mobile browsing cart for the Children's Room. KP Motion to approve up to \$350.00 from Ramsdell Improvement Fund for the purchase of a mobile browsing book display cart for the Ramsdell children's Room. DC 2nd, Discussion. Vote: 4-0.

An Audience member asked the fate of the children's art mural on the wall in the former Children's Room. PH stated it's digitalized and so it can be reproduced on a smaller scale

and a new one placed in the new Children's Room.

ADeG stated that there is a new printer at Ramsdell which can also print color copies. She requested guidance in setting the cost of color and black and white copies.

KP Motion to approve the charge of 50 cents per single sided color photocopy at Ramsdell Library and the increase in price of a black and white single sided photocopy at both libraries to 20 cents. HB-S 2nd. Discussion. Vote: 4-0.

ADeG will place signs in both libraries in advance of the price increase and state that color copies are available at Ramsdell.

PH gave a brief overview of the findings of the KBA Cullin Report (original report was 35 pages). The Report is available in both libraries for the public to peruse.

PH Motion to approve the findings of the Cullin Ramsdell Report. HB-S 2nd. Discussion. The Town Manager had requested a condensed version of the Cullin Report. PH, HH, and Ed Abrahams went through the original report and produced a condensed version.

PH Motion to Approve the condensed version to be sent to the Great Barrington Town Manager detailing the findings of the Cullin Report. DC 2nd. Discussion noted that a Ramsdell Building Assessment needs to be done (# of electrical outlets, # of internet outlets, etc) Vote: 4-0.

KP Motion to Approve the three page Library of Lending Things and Policy Guidelines Agreement. DC 2nd. Discussion revolved around the renewal time, overdue fines, suggestion of items to have in the Lending Library (which will be located at Ramsdell Library), and the publicity that will be needed to get the word out re this program. Vote: 4-0.

II. Reports of Officers, Boards, and Standing Committees

A. Buildings & Grounds: KP: The accepted bid for the new AC/Heating unit for Mason Library came in at \$53,000. The money will come from the contingency fund already in place. The Ramsdell chimneys repair has been pushed back due to illness in the contractor's family. The work should begin the last week of September.

The Historic District Commission will hold a hearing on Sept. 20th re the eggshell overhang at the front doors of Mason. PH nor KP can make the meeting. HH has agreed to go to offer support to the DPW Supervisor.

PH brought up the condition of the exterior paint around the windows and trim at Ramsdell, that it continues to peel. That windows need to be replaced. KP will forward this concern to the DPW.

B. Director's report: ADeG: (see attached report) ADeG stated that a June bill for Audio books arrived. With the FY 2108 books closed, she requested \$61.89 to pay the bill.

KP Motion to approve \$61.89 to be taken from Mason Donations re the delayed June billing for Audio books. DC 2nd. No discussion. Vote: 4-0.

ADeG asked for funding for new toys, items for the Ramsdell Children's Room.

KP Motion to Approve up to \$1,000 from the Ramsdell Improvement Fund for the purchase of new equipment and toys for the Ramsdell Children's Room. PH 2nd. Discussion. Vote: 4-0.

C. Treasurer's Report: KP (see attached report). KP stated that all was in order.

III. Unfinished Business:

A. Signage: KP wanted a consensus from the Trustees re the "look" of a sign for the front lawn of Mason. Two wooden designs and a metal design had been emailed to the Trustees and the Director. A Discussion ensued with the consensus being that the wooden designs not be considered. A larger metal sign would be preferred. KP stated that the cost for the presented metal sign would run about \$1,200 and so a larger sign would be a higher cost. Discussion continued around finding a local business to donate the cost of the sign. It was felt library money to not be used. This will be researched.

B. Funding:

-CPA grant: PH will write up the application for the CPA grant to focus on Ramsell Library. Due on Oct. 1st. Discussion about the need for a handicap ramp for Ramsdell. PH has been in touch with the State library Association and has received information about grants, monies, donations that could be available to us regarding the ramp and the remodeling of Ramsdell.

-Foundation: PH stated that the fee for a professional fundraiser is about \$25,000. He talked of setting up a Foundation for the raising of money for Ramsdell renovations, that a feasibility study regarding fundraising takes an average of 4 months, continued with a discussion about the CPA grant for Ramsdell, the temporary ramp (he had told the Selectboard that the Trustees would like one installed before the first frost). Gave information re the possible placement of the temporary ramp, the main hindrance being the current high elevation of the landing at Ramsdell. PH has been in ongoing talks about the installation of a temporary walk with various personnel in the State.

IV. New Business:

A. Volunteers: Housatonic delivery program: PH explained the new program, offered to Housatonic house bound residents. Volunteers have already come forward. ADeG will handle the publicity.

B. Honoring WW I Vets 100th Anniversary of the end of the "War to end all Wars". PH noted that the 100th anniversary is coming up. He would like to see a recognition of this anniversary. A short discussion ensued. A lecture to be scheduled? DC mentioned the

Operation Gratitude for which Halloween candy is collected and then passed onto the military.

C. Pollinator Program: HB-S and HH spoke briefly on the state wide program of which Great Barrington is a member. The town will be creating a "pollinator corridor" for bees, etc. to follow. HH will be designing a pollinator scheme for the front of Mason Library and pass it onto the DPW Supervisor.

PH would like the weeds removed from the front foundation of Mason. KP will pass it onto the DPW.

V: Citizens Speak: An Audience member stated that the switching of the Children's and Art Book Room was news that she had not heard before this evening. Wanted to know the reasoning behind it. HH explained that the Cullin Report had recommended the movement of the rooms (Children's Room to the back of the library) and that the move to the side room is temporary until we have funds in place for the recommended move.

The move will allow doors to be closed should the Children's Room become noisy. The move is scheduled for the 3rd week in September by the Staff. The move will better display the extensive Art Book collection donated by Maureen Hickey.

VI: Closed Session: Trustee Vacancy: In light of there now being two vacancies,

PH Motion to forward to the Selectboard the Trustee recommendations of Samara Klein and Jane Stanhope to fill the two unexpired Library Trustee terms. KP 2nd. No discussion. Vote: 4-0.

There was no Closed Session.

VII. Adjournment: KP Motion to Adjourn at 7:27 pm. PH 2nd. Vote: 4-0.

Respectfully Submitted,



Kathleen Plungis, Trustee

Statistics: September

	Total Patrons	Adult programs	Children's programs	Computer use +iPad	Quiet/ study	Meeting room	Circulation
Ramsdell	478	4 programs 29 attending	4 programs 12 attending	22	0	-	1,051*
Mason	9,582	7 programs 93 attending	11 programs 168 attending	1,020 (248 Kids)	125	34	8,149**

*DVD: 258 Audio: 77 Books: 703

**DVD: 1,884 Audio: 715 Books: 5,499

News, Projects and Proposals:❖ **Mason and Ramsdell:**

- We must spend the Ramsdell Improvements Fund by June 30, 2019. We will not be allowed to carry it over any longer. After I order the toys/furniture and pay for the book cart there will be \$1,598 left that we need to spend.
- Ramsdell Room Swap is complete! The mobile book cart arrived on Friday and has been put to use to hold the new picture books. So far the comments on the swap have been very positive. I am hoping to get the toys and furniture ordered in the next week or so. The Friends have offered to help pay for some of the furniture and I thank them so much for their generosity and support.
- Staff Reviews are underway and I hope to have them done by the end of October.
- Wireless routers at Mason replaced the last week of September. The new routers are capable of handling higher traffic and also have a larger range. We are reporting speeds of 30-40 Mbps which is 3 x faster than before.
- Bike Rack outside the Children's Room at Mason should be installed this fall. Pete Soules (DPW) has consulted with Dig Safe and got the okay.
- **Reminder:** For the November Staff Training we will be participating in a Massachusetts Library System Customer Service Training in Lenox. It will take place on Wednesday, November 14 and both libraries will open at 1:30pm.
- **STAS Hanging System:** I have received a quote for the materials to do the hanging system at Ramsdell after Lauren and I met. It would be \$401.12 and would cover hanging pictures in both the Art Room and the Children's Room. This does not include installation, which we would need to find someone local to do.

- **FY2020 Budget:** I have not been given dates by the Town Manager or Accountant yet but I think we should plan on discussing the FY20 budget at the November meeting and have a voted budget by the end of that meeting.
- **OverDrive eBooks:** I have been able to take advantage of a special through C/W MARS to begin purchasing eBooks for Great Barrington patrons. It is not live yet but I will be able to use some of my print and nonprint budget to supplement the offerings that we get through our C/W MARS membership. I am hoping to focus on newer material in both print and audio format.
- **Ethics/Conflict of Interest and Open Meeting Law Reminder:** All Trustees must complete the online Ethics/Conflict of Interest training and sign the Open Meeting Law. I can forward the link for the Ethics training as well as the packet of information for Open Meeting Law. These are due by the end of November to Marie Ryan, the Town Clerk.

Treasurer's Report for
September 2018

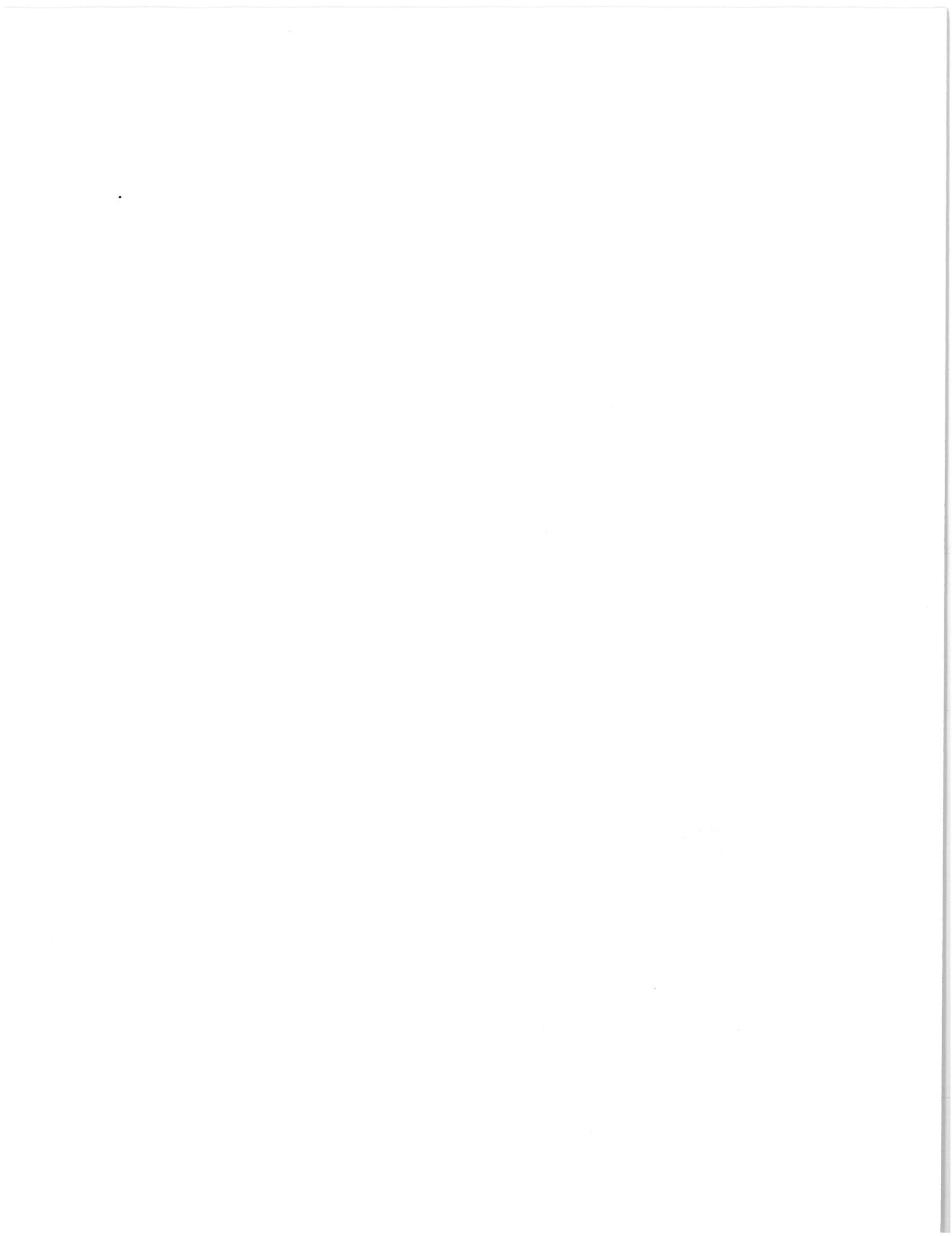
Appropriated Account	Date	Mason				Ramsdell				Total	Balance	total spent
		Adult	Start	End	LP	Start	End	LP	Start			
Books/Subscriptions	8/31/2018		\$29,500	\$24,442.19	\$6,800	\$5,961.13	\$3,375	\$3,375.00	\$17,225	\$14,811.20	\$1,500	\$11,911.04
Dues	8/31/2018		\$410	\$132.00					\$15,350	\$11,956.86	\$410	\$2,738.00
Equipment Repairs	8/31/2018		\$1,255	\$1,038.26					\$745	\$745.00		\$216.74
Non-Print	8/31/2018		\$16,500	\$13,095.31					\$7,500	\$6,468.78		\$5,313.00
Office Supplies	8/31/2018		\$7,300	\$6,851.69					\$2,500	\$2,055.09		\$893.22
Program Supplies	8/31/2018		\$800	\$756.73					\$600	\$412.03		\$300.81

Non-Appropriated in-Library		Balance	
Account	Date	Mason	Ramsdell
Out of State Fees	8/31/2018	\$125.00	\$0.00
Copier Fees	8/31/2018	\$636.72	\$18.10
Fines	8/31/2018	\$2,997.64	\$87.51
Donations	8/31/2018	\$16,809.07	\$13,142.20

Non-Appropriated Trusts		Balance		Stipulations
Account	Date	Mason	Ramsdell	
Mason Trust	8/31/2018	\$189.30		Spend interest only. Mason only.
Ramsdell Trust	8/31/2018	\$2,589.96		Spend interest only. Ramsdell only.
Chesnow	8/31/2018	\$637.11		Spend interest only. Literacy related
Wheeler	8/31/2018	\$275.47		Unrestricted by library or purpose
Hollenbeck	8/31/2018	\$148.85		Spend interest only. New books for Mason.
Dewey	8/31/2018	\$183.62		Spend interest only. Nonfiction books for Mason
McKinley	8/31/2018	\$4,529.05		Spend interest only. Traditionally for large print for Mason but otherwise unrestricted
Smith	8/31/2018	\$1,178.52		Spend interest only. Traditionally for children's but no library specified
Ramsdell Improvements	8/31/2018	\$2,948.83		Improvements for Ramsdell only.

Capital Accounts		Balance	
Account	Date	Mason	Ramsdell
M Capital Donations	8/31/2018	\$1,739.06	
R Capital Donations	8/31/2018	\$5,118.00	

State Aid		Balance	
Account	Date	Start	Current
Mason Adult	8/31/2018	\$1,000.00	\$600.00
Mason Children's	8/31/2018	\$2,300.00	\$308.25
Ramsdell	8/31/2018	\$1,200.00	\$1,200.00
Other	8/31/2018	\$500.00	\$500.00
Total Allotted		\$5,000.00	\$2,608.25
Total in Account		\$29,497.25	
Total Available after allocation			\$26,889.00



Great Barrington Libraries Board of Trustees

November 8, 2018

5:30 pm

Mason Library

231 Main Street

Great Barrington, MA 01230

I. Call to Order at 5:32 pm.

A. Attendance and welcome to the new Trustees: PH, KP LC SK JS HB-S
ADeG Audience: 3

Patrick welcomed our two new Trustees: Samara Klein and Jane Stanhope.

B. Secretary position status: PH asked that one of the new Trustees consider taking on the Secretary position. KP handed out a one page overview.

C. Approval of September minutes: Postponed. KP Did not have a copy of Sept. Minutes. Will be approved at the December meeting.

D. Friends Report: H. Hamer: Stated that 57 people attended the First September documentary. The films will continue to April. A Friends fiscal report will be presented in January.

HH (as a member of the town's Tree Committee) also spoke about the proposed new tree to replace the maple that was removed some months ago. After a discussion, the Friends will donate a tree.

LC made a Motion to Approve asking the DPW to excavate and prep the area for the replacement tree on the library lawn at the corner of Main and Pleasant St. at the earliest possible time in the spring, 2019. JS 2nd. Discussion centered around funding and the best possible use of Friends funds. A suggestion was made to apply for funding from the Lenox Garden Club when their annual fund request comes out in the next month or so. It was stated that the town has no line budget for tree planting/replacement. Vote: 6 - 0

E. Security/Virtual Library: PH spoke about security cameras. The Director spoke of privacy issues. A discussion ensued. The Trustees are concerned about blind spots in the library. The cost was discussed, who would monitor the screen, etc. It was suggested that outside security lights be installed.

F. Next Budget cycle preparation: KP made a Motion to Approve to add to the Town Library Capital Outlay Line Item, up to \$5,000 for outside security systems for both libraries. HB-S 2Nd, Discussion. Vote: 6 - 0

PH then went over the proposed Budget (see attached sheet). JS suggested that the Travel category be renamed Personnel Development/Training to reflect its importance. Discussion ensued about increasing that budget, and how to have the fines taken in by the libraries revert to the libraries' use instead of going directly into the town's coffers.

KP Motion to formally request the Library Director to approach the Town Manager to have the libraries' copier fees and the libraries' fines to revert to the Libraries as a revolving fund. LC 2nd. Discussion ensued around the fact that all toner, paper replacement costs come out of the Library's Office Supply budget and that toner cost is going up annually. That the Office supply Budget has not increased in a couple of years. Vote: 6 - 0

PH stated that the Director make a 2.5% increase in all line items, based on last year's inflation figure for Massachusetts. Personnel would not be affected as that is covered under their current contract.

II. Reports of Officers, Boards, and Standing Committees

A. Buildings & Grounds- K. Plungis: No report.

B. Director's Report – A. DeGiorgis (see attached report) The Director had a number of Building and Ground comments in her report.

LC made a Motion to Approve the purchase of an art hanging STAS system (\$401.12) and up to \$350 (installation cost) for Ramsdell Library, with the funds coming from the Ramsdell Improvement Fund. HB-S 2nd. Discussion. Vote: 6 – 0

ADeG spoke about the current children's painted mural that is in the new Art Book room. How can it be moved to a new space. A discussion ensued as to the difficulty moving it and with the size of the mural, there is no large space for it to go to. Discussion as to shrinking the mural (it is digitally saved online. A Trustee will contact the installer and see if there is a way to remove the mural without damage. The Director was instructed to move ahead with commissioning a painting for the Art Book room. A Trustee was concerned about spending more money on a new mural when the Ramsdell's interior will hopefully be revamped soon. There was further discussion.

C. Treasurer's Report – K. Plungis (see attached report). Finances are good.

III. Unfinished Business

A. Funding- CPA, Foundation, Book Plates, Marketing:

CPA: PH has submitted the paperwork for the 2nd step to receiving approval for CPA funding. The next meeting is November 13th, a Tuesday, at the GB Fire Station. He is continuing discussion with the Mass ADA re accessibility to Ramsdell.

Foundation: PH again stated the need to begin a Foundation. That a feasibility study will cost \$25,000 and how will we raise that money to begin the study. There were no answers to this.

Book Plates: ADeG has made a couple of templates. She will email them to the Trustees.

Marketing: PH directed the Trustees to go to the Holyoke Public Library's webpage and their Marketing section: "Rediscover Your Public Library".

He stated that numerous libraries post their new monthly acquisitions and that the Director do the same. A discussion ensued. She stated any new emails via Mail Chimp cost more. It was asked how much more. She will inquire. Discussion ensued about our website and updating that. ADeG stated that the Word Press website is 11 years old. It was asked about the cost of upgrading it, that it may run up to \$10,000. PH suggested that a subcommittee be formed and to include a Staff member. That there are locals in our community that can perform the upgrade. Money was discussed and as to where the money would come from.

B. Library of Things/Human Library/ Outreach POSTPONED until December meeting.

IV. New Business

A. Board Speak: PH stated that the Trustees received a letter from a former patron, requesting that he have his library privileges restored. Not discussion.

JS asked if the Library is within the Mass Gt. Barrington Cultural District. ADeG stated that it is.

V. Citizens Speak: HH spoke of the condition of the wood and upholstered chairs at Mason. That the fabric is very soiled. That there are a dozen chairs. ADeG will research new chairs as the cost of reupholstering (estimate from a couple years ago) was more than the cost of the chairs. It was asked if steam cleaning could improve the chairs. Further discussion ensued as to where to get new chairs.

VI. Adjournment KP made a MOTION TO ADJOURN at 7:23 pm. HB-S 2nd. Vote: 6 - 0

Statewide Trustee's meeting Saturday November 17 @ 9:30 am Shrewsbury Library

Kathleen Plungis, Secretary
Next GB Trustees Meeting date: Dec. 13, 2018

Statistics: November

	Total Patrons	Adult programs	Children's programs	Computer use +iPad	Quiet/ study	Meeting room	Circulation
Ramsdell	683	9 programs 85 attending	6 programs 87 attending	11	0	-	1,164*
Mason	9,983	5 programs 96 attending	20 programs 242 attending	896 (225 Kids)	144	38	8,659**

*DVD: 315 Audio: 82 Books: 730

**DVD: 2,176 Audio: 801 Books: 5,623

News, Projects and Proposals:

- Laurie and I both submitted Letters of Intent for the LSTA/MBLC Grants for FY20. I submitted a letter for an Idea Lab grant. This grant (up to \$15,000) would allow us to purchase larger items that we can use for teaching or for lending. It can include a 3D printer, sewing machines, snap circuits and even kits that people can take out. We will be exploring what we want to offer in the coming weeks. Laurie submitted a letter for an Anytime STEM Learning grant of \$7,500 to promote hands-on STEM learning to youth. It is unlikely we will both get grants but we will both see the process through.
- Staff Customer Service training went well. Feedback has been positive and it was nice to have some ideas on how to diffuse situations as well as an updated on service animal legislation. Donna and I also attended training on Canva (a program similar to Publisher but much more modern) and Interactive Web design. We are hoping to put these two programs to use with our flyers and website.
- Food for Fines – we collected eight large boxes of food for the People's Pantry during our Food for Fines drive. Thank you to everyone who took part.
- Ramsdell had a great programming month in November with Sam's Music for Libraries, vol. 1 (thanks Sam!); Grumbling Gryphons for the kids and the start of an oil painting series for adults on Sundays. We are going to look at continuing the oil painting as the class participants expressed an interest in more classes.
- December programming is in full swing. We just had the Holiday Stroll (which saw a Children's Story Time here at Mason) and our first "Hour of Code" program using the new laptops. The annual gingerbread building program is coming up this Saturday. Both libraries will be closed the Sunday before Christmas and New Year's, open 10-2 on Christmas Eve/New Year's Eve (Ramsdell will be closed) and closed

on Christmas Day/New Year's Day. This was in our newsletter and will be on the website/flyers in the libraries.

- Mason's carpet was cleaned over Veterans Day weekend. Entire library was done and it looks much better!
- Improvements to Ramsdell's Children's Room are done and the new toys have arrived. Feedback has been positive about both rooms and I have seen families staying longer to play in the new Children's Room. Two weeks ago Talya and I (with help from Ed and Holly) moved Leslie's desk back into the staff work room. Talya and Leslie have new desks and we have tried to make the room a better work space. This has freed up room next to the back table and has opened up the main stacks area drastically.
- **FY2020 Budget:** Submitted this to Town Hall on November 30. The version I submitted is appended below. I added requests to the Capital Budget to pay for outdoor security cameras and funds to make Mason accessible to meetings outside of library hours without requiring staff. I will be meeting with the Town Manager and Town Accountant Thursday morning before the Board Meeting. Jennifer will then make her recommendations. For right now, I would like to have a motion from the Board to endorse the budget as we talked about in November.
- **Chair Update (Mason and Ramsdell):** I sent a few chair designs from Eustis Chair along with director's report. I have not heard back about pricing yet. The wooden chairs we purchased in the past from Eustis were \$558 a chair (plus \$425 for shipping). There are options from Demco for a similar chair to what we currently have at Mason. A vinyl covering would run us \$419.

Treasurer's Report for
December 2018

Appropriated Account	Date	Mason Adult		LP		YA		Child		Contin.	Ramsdell		LP	Total	Balance	total spent
		Start	End	Start	End	Start	End	Start	End		Start	End				
Books/Subscriptions	11/30/2018	\$29,500	\$17,494.52	\$6,800	\$4,128.31	\$3,375	\$1,539.60	\$17,225	\$7,760.24	\$1,500	\$15,350	\$8,501.50	\$1,250	\$75,000	\$41,618.35	\$33,381.65
Dues	11/30/2018	\$410	\$86.20											\$410	\$86.20	\$323.80
Equipment Repairs	11/30/2018	\$1,255	\$0.00								\$745	\$370.02		\$2,000	\$370.02	\$1,629.98
Non-Print	11/30/2018	\$16,500	\$9,213.97			\$1,000	\$1,000.00	\$8,000	\$4,222.78	\$1,000	\$7,500	\$4,672.20		\$34,000	\$21,108.95	\$12,891.05
Office Supplies	11/30/2018	\$7,300	\$4,697.56								\$2,500	\$1,341.62		\$9,800	\$6,039.18	\$3,760.82
Program Supplies	11/30/2018	\$800	\$680.81					\$1,600	\$942.10		\$600	\$338.85		\$3,000	\$1,961.76	\$1,038.24

Non-Appropriated in-Library		Balance	
Account	Date	Mason	Ramsdell
Out of State Fees	11/30/2018	\$250.00	\$0.00
Copier Fees	11/30/2018	\$1,376.06	\$60.00
Fines	11/30/2018	\$6,389.33	\$268.25
Donations	11/30/2018	\$18,172.08	\$11,332.63

Non-Appropriated Trusts		Balance		Stipulations
Account	Date	Mason	Ramsdell	
Mason Trust	11/30/2018	\$189.30		Spend interest only. Mason only.
Ramsdell Trust	11/30/2018	\$2,589.96		Spend interest only. Ramsdell only.
Chesnow	11/30/2018	\$637.11		Spend interest only. Literacy related
Wheeler	11/30/2018	\$275.47		Unrestricted by library or purpose
Hollenbeck	11/30/2018	\$148.85		Spend interest only. New books for Mason.
Dewey	11/30/2018	\$183.62		Spend interest only. Nonfiction books for Mason
McKinley	11/30/2018	\$4,529.05		Spend interest only. Traditionally for large print for Mason but otherwise unrestricted
Smith	11/30/2018	\$1,178.52		Spend interest only. Traditionally for children's but no library specified
Ramsdell Improvements	11/30/2018	\$2,124.11		Improvements for Ramsdell only.

Capitol Accounts		Balance	
Account	Date	Mason	Ramsdell
M Capitol Donations	11/30/2018	\$1,739.06	
R Capitol Donations	11/30/2018	\$5,118.00	

State Aid		Balance	
Account	Date	Start	Current
Mason Adult	11/30/2018	\$1,000.00	\$160.00
Mason Children's	11/30/2018	\$2,300.00	\$58.25
Ramsdell	11/30/2018	\$1,200.00	\$415.00
Other	11/30/2018	\$500.00	\$105.00
Total Allotted		\$5,000.00	\$738.25
Total in Account		\$27,507.25	
Total Available after allocation			\$26,769.00

