

Meeting Minutes
Library Trustee Meeting
Wednesday, January 10th, 2024 at 7:00 p.m.
At the Leverett Library

Present: Chris Condit, (chaired the meeting), Judith Davidov, Rachel Flint, Joan Godsey, Richard Godsey, (Friend), Hannah Paessel, Library Director

Absent: Lisa Werner and Seth Seeger

Approval of December 13th meeting minutes: Judith made the motion to accept and Joan seconded; all approved.

Trustee Business:

Trustees up for reelection this year: Lisa Werner and Rachel Flint, both of whom have decided to run again. Town Meeting is scheduled for Saturday, April 27, 2024.

A letter of condolence to D'Ann Kelty was passed around for trustees to sign.

Trustees signed up to take notes:

Feb.: Rachel

March: Chris

April: Judith

May: Lisa

June: Seth

Review language of Van Steenburg bequest:

Van Steenberg bequest: Hannah provided the wording from the bequest: " for general purposes without restriction"

A discussion of how best to use the bequest followed with a suggestion that we use it to support the project for improving access to the library's grounds.

Updates:

FY24 Budget

Budget submitted

Budget hearing scheduled for 1/16/23 at 7:00 p.m. *One of the board members will try to attend.*

Added to next Personnel Committee Agenda. January 30th starting at 5:30 though agenda not confirmed yet. *Again, a trustee will try to attend this meeting.*

Building:

- Some door sweeps and energy saving faucets were installed. Front door sweeps to come.
- Full report to come. *Building: The energy audit report is still due.*
- December heating bill was 24% higher than expected. Rock Valley will analyze the usage and recommend changes to our current schedule.
- Wes "went through the settings in the controllers and tweaked a few things based on costs to run electric backup heat and costs to run heat pumps@ lower ambient temperatures. We changed heat pump lock out temps and back up heat lockout temps. I had American Standard rep go through all settings with me to confirm they are set for most efficient operation."
- Jesse left filters, condensate pump, and installed heat pump all weather top.
- Will is getting quotes for gutters - may mean a special article
- Will is ordering replacement sashes for two rotted windows.

Grounds:

- *Hannah met with Select Board on 1/2/24 and received warm support for the project, and Tom Hankinson came to the library to see the proposed layout. Hannah had presented the Select Board with a two page sketch and description of the CSD's proposal which they enthusiastically supported.*
- *Lisa from the Recreation Committee was satisfied with the Select Board's support.*
- *LES principal Annie is also in full support.*
- *A letter has been sent to Conservation Commission with the hope of attending their next meeting.*

- The Friends' fundraising has gone well, and they have made an initial payment of \$325 for the Conway School of Design's plan for the accessible trail and performance platform.

Other

Legislative Breakfast in Greenfield 1/18 at 9:30 all are invited!

Director's Reports:

Financials: 47% through the year

Account	Appropriation	Amount remaining	%
General Expenses	\$29,142	\$15,172	48%
Wages	\$65,770	\$32,927	50%
Building	\$23,870	\$19,086	20%
State Aid	n/a	\$17,934	
Gift	n/a	\$94,632	
Revolving - Fines	n/a	\$525.18	
Revolving - Printing/other	n/a	\$904.09	

Circulation & Attendance:

	December 2022	December 2023
CWMARS	2,884	2,478
Overdrive	856	846
Kanopy	103	116
Craftsy	0	2

	December 2022	December 2023
Attendance	853	868
Programming	190 / 38	163 / 13 (non-lib)

Staff & Volunteers:

- Annaliese Bischoff has joined our volunteer pool to help with spices.
- Hannah will take a Strategic Planning Workshop through MLS in preparation for our 2026-2031 Strategic Plan.

Meetings & Programs:

- In December we had an author talk with Christian McEwan, the Parenting 4 Social Justice workshop continued, in addition to our regular spice, sciency kid projects, mahjong, CNC playgroup, tai chi, and online qigong classes.
- CNC Story walks will take a winter break and return in the spring
- Non-library sponsored programs were Nancy Emond's watercolor class and Portia Weiskel's Christmas Read-Along.
- We look forward to hearing back from the LCC on our grant applications. First up is the Korean Lotus Lantern Craft on Zoom on Jan. 18th.

Technology:

Other:

Friends of the Leverett Library

Richard Godsey reporting that the FOLL had raised \$1290 with their holiday basket sale.

The fundraiser as of December 30 had raised \$7,692. The Friends are discussing offering sturdy tote bags and are in contact with an artist for a design. They're also

considering finding an antiques appraiser with whom folks seeking appraisals could set up appointments.

Old Business

Next Meeting: February 14th at 7:00 p.m.

Motion to adjourn: Rachel made the motion which Judith seconded, all approved. Meeting was adjourned at 8:15.

Respectfully submitted by

Joan Godsey