

# Minutes

## Library Trustee Meeting

Wednesday, May 10, 2023 at 7:00 p.m.

At the Leverett Library

**Present:** Hannah Paessel (Library Director), Lisa Werner, Chris Condit, Rachel Flint, Judith Davidov, Joan Godsey, Seth Seeger, Gerald McFarland (representing the Friends of Leverett Library).

**Approval of April 12<sup>th</sup> meeting minutes. SS moved to accept, JG seconds. All approved, motion passed.**

### **Trustee Business:**

Music on the Patio: Joan Godsey will spearhead contacting and creating a list of performers. HP provides a list of dates through the summer. We would be able to fit a maximum of 8 occurrences over the summer.

Tuesday June 27, 2023 6:30-7:30

Tuesday July 11, 2023 6:30-7:30

Tuesday July 18, 2023 6:30-7:30

Tuesday July 25, 2023 6:30-7:30

Tuesday August 1, 2023 6:30-7:30

Tuesday August 8, 2023 6:30-7:30

Tuesday August 15, 2023 6:30-7:30

Tuesday August 22, 2023 6:30-7:30

Bradford Memorial Library Preservation Plan - Richard Nathhorst: A survey of the 1 Shutesbury Rd. building and location has taken place (funded by the CPA). The future of the building has 3 possibilities: move the building, leave the building and create a septic system for it, or divest the town of the building. (Building is worth  $\frac{1}{4}$  million dollars, beautifully built, of historic significance.) RN suggests that it could be moved adjacent to the library and given utilities, then serve as a meeting space as well as a museum and archive. The thought for financing this would be to get grant monies. Discussion of the merit/realistic nature of this plan. NR claims this would not cost the library or the town but would be funded by grants. Discussion about the possibility of leaving the building where it is and creating a septic system for it. The feasibility of this is being explored currently. They are working on wetlands delineation now. When this is completed, they

will hire an architectural firm to do a survey to determine what the building needs, etc. If conventional septic cannot be created there, the building will not be able to be used as a public building in its current location. If the decision were for the building to be moved to the municipal complex, there are various locations that would need to be assessed to determine which would work best.

Solar Electrification / Microgrid - Richard Nathhorst: Presenting a plan to provide 3 phase power for the municipal campus, working with the clean energy cooperative extension group from UMASS to implement this. This group proposes building an underground network to install 3 phase power for the safety, school, and library. They would want a single large battery backup system to store power. Solar would be set up on parking lot panels and roofs, and the goal would be to make the complex more energy independent and operate in a power emergency. The select board, school committee, safety complex are all behind this plan. They want to do extensive research so that they can go grant hunting.

### **Updates:**

Town Meeting - everything was passed and Chris and Joan were reelected. Thank you!

Library budget (includes increase for new benefits)

Replacement of the alarm system

Repair of parking lot

HVAC Installation

Tentative installation date of May 30 and 31

Front Work

Moving away from a stone-based option and now waiting for plant-based proposals.

Other

### **Friends Updates:**

20<sup>th</sup> Anniversary celebration

- Party is planned for May 20<sup>th</sup> 3-5 p.m.
- A pamphlet put together by the Friends of Leverett Library was shared

Matching Donation fundraiser

- Fundraising options are mostly centered on outdoor spaces. These plans are still in process. Hannah is working with the Friends to flesh out ideas. Shade sails might

be a possibility, but would need to be stored for the winter. A pagoda is another possibility. Possibilities will continue to be explored. Ideas about interactive outdoor installations (stage? instruments? etc.) were discussed.

- Spoke with Donna and Lorna Rivers. The wildflower gardens are not a memorial garden. That area can be repurposed.

Thanks to the Friends for supporting the Summer Reading Prizes, Music on the Patio and for upping their annual gift to support the CNC Playgroup. These are vital and well-appreciated programs!

**Other:**

*Van Steenberg acknowledgement*

- No update from Lindsay Palermo
- *It is possible there will be room to widen the entry walkway with bricks for donor names.*

*Photography and Videography policy*

- on hold for a future meeting

The Anniversary Cake

- We can measure the electricity usage and send them an invoice.

**Director's Reports:**

Financials: We are 86% through the fiscal year.

Account	Appropriation	Amount remaining	%
General Expenses	\$27,754	\$4222.07	85%
Wages	\$62,621	\$9603	85%
Building	\$14,600	\$4003.5	73%
State Aid	n/a (FY23 \$5,111.45)	\$12,422.80 approx	
Gift	n/a	\$96,089 approx	
Revolving - Fines	n/a	\$525.18 approx	
Revolving - Printing/other	n/a	\$844.09 approx	

Circulation & Attendance



CWMARS	1,893	2,592	2,306
Overdrive	564	651	654
Kanopy	0	70	111

\*Our patrons have made 120 accounts on Kanopy so far.

	April 2022	April 2023
Attendance	665	778
Programming	181	246 + some test kits

#### Staff & Volunteers:

- Steady and well. We are so thankful for our regular staff and volunteers.
- We'll see you on the 20<sup>th</sup>!

#### Meetings & Programs:

- April programming was very busy. It included special programs such as Strength Training and Bulb Gardening.
- Gene's Game program finished up and the Playgroup was interrupted by April vacation.
- The CNC also brought the Hitchcock Center in for an off-hour program for kids and families. It was very popular!
- This month is busy busy with programs, speakers, and a new art show and more!  
Tool Care/Plant Share - Make a Shiitake Log --
- Also, the community is using the Community Room: Sharon Dunn - book reading, Council on Aging Community Assessment Presentation, Anne Louise White's art reception.

#### Technology:

- We will add a LeverettNet VOIP line when we get the new alarm system.

#### Other:

- LW suggested that a procedure be developed for the acknowledgement of donations made to the library in memory of people, so that a letter could be automatically sent out to the donor on behalf of the trustees, removing the onus from the surviving family members. She has offered to take this on.

## **Friends of the Leverett Library**

Old Business

**SS moved to adjourn at 9:05, JG seconded. Meeting adjourned.**

**Next Meeting: June 14<sup>th</sup> at 7:00 p.m.**