

Corrected & accepted
October 17, 2016

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
September 12, 2016

PRESENT: Kenn Basler, John Higgins, Mickey Jervas,
Beth Reiter and Lisa Smyle
Library Director Mark Makuc
MaryPaul Yates, on Sabbatical
 joining via speaker phone
Absent - None

Meeting was called to order - 7:10pm.

MINUTES: The minutes of the July 20, 2016 meeting were corrected and accepted by motion made by John and seconded by Beth.

DIRECTOR'S REPORT: Route 23 repaving work: The curbing at the entry to the library walkway was left above grade and is not ADA accessible. Mark spoke with Shawn Tryon and a State engineer. The curbing will be cut to make it compliant.

Summer Programs: It appears that attendance was about equal to 2015 numbers. Mark will have report next month.

Halloween: For our pre-trick or treat party Ed the Wizard will perform from 4:30 to 5:15. Mark has contacted the Parks Commission to see if they wish to join the Library in putting on this event as they have in the past.

Gallery: Mark and Julie Shapiro have been discussing the painting project scheduled for after the current display is removed. MaryPaul joined in at this point as she has been working on this as well. The window for wall repair and painting will be from Tuesday, September 27th thru Tuesday, October 4th. Only the walls will be done, no ceiling and no trim. Prep work includes filling holes and taping trim. After that it's "just" a lot of painting. Kenn will work on the prep work, hopefully with some help.

Pay scale for library employees was discussed.

Thursday morning hours during the summer had less traffic than on Tuesday mornings, but there was good and appreciated usage.

Financial Report for FY16, ending June 30, 2016 showed that we actually spent about \$1,000 less than budgeted even with an un-budgeted repair to the alarm system. Hopefully the full report will be available shortly.

The Town is required to have an annual audit which will be done by the end of the year. This will help keep town books on point and will make it easier for us to obtain needed information from the accountant in a timelier manner. This will help Mark keep our budget in line and make it possible for him provide the trustees with reports when expected and to produce the numerous financial reports that are required by the State.

Construction Grant: Final report on disbursement of funds from the Planning and Design Grant, and matching funds, is due by the end of October.

A letter of intent needs to be filed with the MBLC by October 7, 2016.

Three less than positive comments on the construction project have been received. The first concerned parking, but without details of the concern we can't address this matter. The second came from a resident of Brookbend who is concerned about the change to her views of the Konkapot. Mark has been in conversation with her. The third expressed the opinion that we would not be able to meet the budget as presented, even with the allowed escalation and contingencies.

Special Town Meeting - Thursday, October 6th: The first two articles pertain to the library. Article 1: Asks for Permission to Apply for the Construction Grant. Article 2: Asks the town for Acceptance of the Schematic Design. Tim and Dan will attend. Lisa will be prepared to answer questions, as will other trustees who will all be in attendance.

CHAIRMAN'S REPORT: None

OLD BUSINESS: Mickey reported that a letter, signed by Lisa and Mark, was sent to each member of the Select Board and the Finance Committee asking for their attendance at the Public Information Session on August 8th. We were happy to see all six members in attendance. A second letter inviting various public officials and abutters was sent to another six individuals. Of this group only Scott Cole,

proprietor of the Monterey Store, was present. We were happy to see him.

Mickey next reported on the book sale receipts which were unfortunately down this year, netting just \$1,782.50. Carole and Gerry Clarin and John Higgins joined Mickey the day after the sale for a vigorous weeding of the remaining books. So next year we will be selling a revived stock of books.

NEW BUSINESS: Kenn reported that the Select Board has retained two grant writers. They will be asked to look into grants for the library. MaryPaul asked if we would be eligible for a State Cultural Council capital grant. That will be looked into as well.

The meeting was adjourned at 8:35pm by motion made by Lisa and seconded by Kenn.

NEXT MEETING: Monday, October 17, 2016 - 7pm
Agenda - Complete review of financials and attendance
Discuss Town Meeting of 10/6/16
Building program up-date

Submitted by: Mickey Jervas, Secretary