

# M.N. Spear Memorial Library Minutes

11/20/17

Attending: Mary Anne Antonellis – Director, Cate Cell–Co-Chair, Michele Cunningham–Secretary, Brad Foster, Savanna Ouellette, Jaime Donta Absent: Michele Regan-Ladd

Motion made to approve Minutes and Director’s Report from 9/26/17 seconded and unanimously approved as amended.

Kate Cell also has a key to the library.

We were unable to meet for the scheduled October 16, 2017 meeting.

Campaign Meeting in Hopkinton, MA with Libby Post will be held on Monday 12/11/17. Mary Anne will attend and Michele is going to try to work out a conflict or leave early if that is not possible. Mary Anne will also try to get a member from the Friends to attend.

Discussed Action Plan for Fiscal 2019. Mary Anne will e-mail the amended plan to Kate and Kate will format.

Annual Report: Trustees discussed, moved and seconded a motion to approve the Annual Report for Fiscal Year 2017 as edited. Motion unanimously approved

Motion in favor of approving the Action plan made, seconded and unanimously approved.

Brad and Mary Anne met to discuss the budget. Board of Libraries changed the regulations for calculating the formula for the budget. Mary Anne made those adjustments.

Trustees reviewed Budget – Mary Anne will make adjustments. Trustees moved to approved the budget as amended Motion second and unanimously approved.

Municipal income from the last three years – take average and multiply by 2.5% - doesn’t have to go up 2.5 % each year as many think and this will be an important part of our message.

Private funds raised and funds donated by the town are nearly even – Over \$307,000 combined. We plan to have a coordinated campaign meeting with the Friends to discuss a Capital Campaign. If we could raise approximately \$75,000 we will be in good shape to go to the town. The more that we can raise the better.

Giving Tuesday is 11/28/17. Advanced giving begins 11/21/17. Mary Anne will advertise on FB. Townspeople can donate directly from the library website.

Trustees reviewed Mary Anne’s Director Goals for Fiscal Year 2018 and fully support her very concrete and clear goals that directly connect to the Action Plan approved above.

We plan to work on the vision aspect of our message. STEAM, Kayaks, Yoga, etc. have been initiated by Mary Anne with great success. What else could we possibly incubate with more

space? This will be part of our message. It is also important for us to be clear about what the new library is not.

Mary Anne has done a fantastic job providing a variety of programs for many different constituencies/interests in town and responding to what works to attract people of all ages to events and programs. We are very grateful for her insight, creativity, and tireless contribution.

Next meeting – Monday 12/18/17 - 7:30 at the Library.

Agenda: Begin working on our Vision for building a new library.

### M.N. Spear Memorial Library Director's Report 10/2017

M.N. Spear Memorial Library

10 Cooleyville Road

Shutesbury, MA 01072

Mary Anne Antonellis, Director

Monthly report to the Trustees

October 13, 2017

Friends of the Library Turkey Dinner, tonight, 6 pm, at the Athletic Club

I cancelled the Makerspace workshop planned for Sunday, October 15<sup>th</sup> due to low registration.

Registration for the Strength Training workshop was so popular that we added a second class. Twenty-six people are participating.

Circulation

First quarter FY 18 – total circulation, 8,785

First quarter FY 17 – total circulation, 8,673

A modest increase of 112 items

Cultural Council Grant Applications submitted.

Gentle Yoga

Pop-Up Playground

Natural Plant Dying with Ziporah Hildebrant

Basket Weaving with Marsha Leavitt

Decorative Furniture Painting with Becca Wheeler

Supportive documents for grants submitted by the artist/performer

Roger Tincknell - family concert  
Ed the Wizard – balloon twisting workshop

I am also exploring a collaboration with the Council on Aging to create a series of line dancing lessons and will submit a grant application for that if all the info comes in on time.

Florence Bank Community Grants

It is time to vote for the Friends of the M.N. Spear Memorial Library in the Florence Bank Customers' Choice Community Grants. The Friends dedicate this grant to the new library fund. If you are a Florence bank customer you can vote online at this link,

<https://www.florencebank.com/vote>

Some parents have organized a Walk-a-thon at the Elementary School track, to raise money for hurricane relief in Puerto Rico. The money raised will do donated to Unicef. Sunday, October 15<sup>th</sup>, 10 am to noon.

#### M.N. Spear Memorial Library Director's Report 11/17/17

M.N. Spear Memorial Library  
10 CooleyvilleRoad  
Shutesbury, MA 01072  
Mary Anne Antonellis, Director  
November 17, 2017

The Master Plan Working Group met for the last time on Thursday, November 16<sup>th</sup>. They have created three documents that make recommendations to the Selectboard based on data gathered during the visioning process. The recommendations include; 1. The formation of a Lot O-32 committee to explore the creation of a site plan that would serve to further civil community conversations around a common goal, 2. A statement about concerns about fiscal responsibility and sustainability and 3. The formation of a committee to oversee possible small community building projects in town. These documents will be presented to the Selectboard at their meeting on November 28<sup>th</sup>. Two members of the MPWG did not agree with the report created by the committee regarding finances and they may present a "Minority Report" about Town finances to the Selectboard.

Giving Tuesday – November 28<sup>th</sup>

The Friends of the Library are planning a Giving Tuesday campaign instead of a membership drive this year. Donations received in this campaign will be divided equally between the Friends' general fund and the Friends' New Library Fund.

Online giving campaigns are becoming more prevalent and we have had good success with this fundraising platform. Advance Giving Tuesday gifts can be made beginning Tuesday, November 21<sup>st</sup>.

Sharing the Friends' Giving Tuesday campaign on your social media for increase the number of donations made. It would be very helpful if each of you (who is on social media) could share the

campaign from the Library Facebook Page on Tuesday, November 21<sup>st</sup> and on the evening on Monday, November 27<sup>th</sup> and the morning of November 28<sup>th</sup>.

Here is a link to our Facebook page, <https://www.facebook.com/ShutesburyLibrary/>

And here is a link to our Giving Tuesday page, <https://www.razoo.com/organization/Friends-Of-The-M-N-Spear-Memorial-Public-Library>

The Friends are the beneficiary of the Wendell Full Moon Coffeehouse on Saturday, December 2<sup>nd</sup>.

The Crescent Dancers (Belly dance) will perform with music by Shalom Habibi. The Friends will provide a bake sale.

The Friends are hosting a soups and stews dinner at the AC on Friday, December 8<sup>th</sup>.

The Friends have ordered mugs in two different styles, one is a cobalt blue mug with Shutesbury printed on one side, and Not Shutesbury printed on the reverse. The other is a hunter green mug with Shutesbury printed on one side and always cooler printed on the reverse. The mugs will arrive in early December and will sell for \$10 each.

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[Congratulations to the Town of Hadley, who voted on Tuesday, November 14th to fund construction of a new library.](#)

[Thanks to the Friends, the Library has two new museum passes. The pass to the Eric Carle Museum admits two adults and up to four children and the pass to the Children's Museum at Holyoke takes half off admission for up to six people.](#)

[On Saturday, November 18<sup>th</sup> at the Library is partnering with the Board of Health for our first Life Hacks Coffee Hour. Shutesbury resident Greg Steve will share his expertise about caring for and operating generators.](#)