

M.N.Spear Library  
Board of Library Trustees  
Meeting Minutes  
August /21/ 2023

Meeting opened at 7:33. Attending: Trustees Tim Logan, Michele Regan-Ladd, Kate Cell; Brad Foster, and Library Director – Mary Anne Antonellis.  
Absent – Mel DeSilva

Minutes were approved as corrected. Roll call vote: Tim, Brad, Kate, Michele all aye.

News on M.N. Spear Memorial Library Trust: draft of petition to Attorney General's Office has been written and being reviewed by Town Counsel.

2024 Mass (MBLC) Annual Report Information Survey (ARIS) approved last month; financial report on funds in and out, meets requirements of certification, since our town appropriates increases by 3 percent each year averaged over 3 years..

Trustee Vacancy: ideas of who can fill Savannah's vacancy. Message would have to go out to town announcing vacancy, then Trustees and Select Board would discuss and approve; appointment would be until next Town Meeting election.

Mary Anne will submit the announcement of vacancy through the Town Announce; and aim for responses by Thursday before our next meeting.

Discussion of possible memorial item for Savannah. Nothing specific was determined at this time.

Library Director's Report: Summer reading programming has ended; a lot of fun was had by all. Planning fall programs: two different art programs by Jeanette Stockton on September 30<sup>th</sup> and Sunday November 5<sup>th</sup>. Council Council grant for Jennifer Lee to do a bark basket-making project on October 28. Friends will have two big fundraisers in the fall. Plus two to three programs for kids and families.

A lot of libraries are reporting that magazines don't circulate anymore. Mary Anne is doing a study; our magazines are circulating. People are using our library.

Report on Library Building Committee- They have: reviewed a detailed cost estimate; which was approved and they have now moved forward. Now we're in Design Development Phase. The Building Committee is starting to talk about floor finishes, structural elements, but this is still very early in design phase. Need RDA (Request for Determination of Applicability) through Conservation Commission to review water retention plans. Two separate jobs need to be done for stormwater test and borings. After next phase we'll go into construction documents; we get a cost estimate after every phase, and vote on moving forward to next stage.

Friends of Library: Friends have planned six or seven events for the fall; primary one is the Turkey Trot, fundraising foot race. They are now trying to get sponsors.

Leverett Library collaborating with Spear Library for our Strength Training program, making a contribution to help fund our program.

Next Meeting: Monday September 18, 7:30 PM.

Discussion on how to work on selecting a new trustee. What specific things do we need to know. We decided to have the co-chairs revise the rubric we used to help with selecting the Building Committee members. Suggestion: someone with children in school.

Meeting adjourned  
Respectfully submitted by:  
Brad Foster, Trustee