

## **Minutes for Board of Trustees of the Williamsburg Libraries**

Monday, 20 March 2017, 7:00 pm  
Meekins Library, Williamsburg, MA

**1. Call to order.** Present: Cynthia Barker, Pat Billingsley, Jon Gould (recorder), Katie Krol, and Rob Stinson.

**2. Minutes and agendas.** Billingsley reported that she posted agenda on the town website, which we are now able to do ourselves.

### **3. Director's report.**

- A. Barker and Billingsley reported that the school committee has stated its unanimous support for the position of part-time circulation assistant for the school library program. Krol, Barker, Billingsley, and John Palmer are planning to return to the school committee to share a general sense of how the school's money is spent on the library program for the elementary school students.
- B. The Friends group received a check from Florence Savings Bank for \$3,448, one of the larger awards, as part of the bank's community grant program.
- C. Krol shared a petition about the federal government cutting the IMLS funding.
- D. Krol reported that all trustees, staff, and volunteers have completed the ethics training and the town has been given the certificates.
- E. The estate-planning seminar with Karen Jackson was discussed. A date has been chosen, although Krol could not recall the date offhand. Krol is awaiting communication from Jackson who is expected to suggest a start time and agenda for the presentation.
- F. Krol reported she recently bought a display case for children to display their own collections of things or artwork.
- G. Krol reported she has heard nothing recently from James Kitchen regarding the removal of his sculptures. The deadline is April 30.

### **4. Financial reports.**

- A. Billingsley reported that she had not heard from the Finance Committee about when they want the trustees to discuss with the committee requests for additional funding. Trustees discussed the points to be made to the finance committee regarding the two part-time positions and the increase in the materials budget.
- B. Krol reported that Annual Fund has brought in approximately \$14,500 as of the first of this week. The second round of letters (approximately 400) were recently sent out.
- C. Krol reported the overall library budget was in good shape.

### **5. Old business.**

- A. At the recent nominating caucus Stinson and Billingsley were nominated to run for reelection..

- B. Haydenville repair and upgrade projects. Stinson reported that the Haydenville library is in priority habitat due to a rare mussel in the river, which means National Heritage and Endangered Species Program will have to review proposed removal of hemlocks. Conservation Commission has scheduled a site walk and a review for later this week.
- C. Stinson moved that the trustees discontinue the Capital Planning Subcommittee. Barker seconded. Unanimously approved.
- D. Krol said she will email to trustees a draft of donated art and artifacts policy prior to the next meeting.
- E. The board unanimously approved the collection development policy with some edits, which were recorded by Krol. Barker moved. Stinson seconded.

#### **6. April meetings.**

The board scheduled an extra meeting for April 3 to prepare for a meeting with Finance Committee on April 12 and scheduled the regular monthly meeting for April 24.

#### **7. Adjourn.**

Stinson moved to adjourn; Barker seconded. Unanimous vote at 8:26 pm.

*P. A. Billingsley*