**Montague Public Libraries Trustees Meeting**

**Date: September 30, 2019**

**Time: 6:30**

**Place: Montague Center Library, Montague, MA**

**Attendance:** Nancy Crowell, David Harmon, Karen Latka, Margot Malachowski, Tricia Perham, Gretchen Wetherby, Vicki Valley, Jim Martineau

**Montague Library Director**: Linda Hickman

**Absent**: Susan Yarmac

**6:50** Call to Order and reading of minutes from August 26, 2019. Moved to accept as amended Nancy Crowell, 2nd by Tricia Perham

**6:52** Nothing to report from Corresponding Secretary

**6:53** Personnel

 Interviewed two people for substitute position – no one hired as yet

**6:54** Building and Maintenance

 Met at 5:30 prior to Trustees Meeting – most of the Trustees were at that meeting so there was just a brief summary of that meeting:

1. Update on Montague Center Library signs – the B&M sub-committee and other trustees meet with the Historic Commission to discuss the changes to update the current signs which are illegible and do not clearly indicate the buildings current use as the Montague Center Public Library – See those minutes for more detail

Linda Hickman will be presenting the proposal for changes at the Board of Selectmen’s meeting in Turners Falls on October 21 at Town Hall

1. Update on Carnegie building – Linda Hickman

Work on inside main doors to limit their action to prevent more accidents in the future will begin on October 1

1. Update on Moisture Remediation Projects I Millers Falls Library – almost completed, a few small fixes still to do; and Montague Center Library - Tricia Perham will help Linda Hickman to draw up clear specs.
2. Update on library buildings study – B&M met with Steve Ellis in September to discuss hiring a person to help with prioritizing the needs of the libraries – see those minutes for more detail

B&M will meet at 5:30 at the Town Hall on October 21st to discuss Capital Improvements before Linda Hickman has to submit that information.

**7:00** Special Services Subcommittee

 Long Range Plan – Linda Hickman and Nancy Crowell met to update plan

 Vicki Valley moved to accept as amended, Tricia Perham 2nd.

**7:22** Friends Update – Vicki Valley

 Aug. booksale - $175, Sept. sale - $235, upcoming sale Oct. 5th

 Planning to do a fundraising letter to area businesses to purchase specific items

 Participating in upcoming Great Falls Festival in Turners Falls on October 19

 Will give away books, raffle holiday quilt made by Vicki Valley, sell library book bags, promote our libraries and the Friends of the Montague Public Libaries.

 Will sponsor a Celebration of 150 Years of the Montague Center Library on November 4th from 5-7pm at the Montague Center Library

**7:30** Public Relations

 Linda Hickman wrote a terrific article for the Recorder newspaper telling about the unique situation that gives Montague three public libraries and their importance to each of their communities

**7:35** State Aid discussion tabled until the next meeting

No unanticipated items to discuss

Next meeting: October 28th at Montague Center Public Library at 6:30pm

**Vicki Valley**

**Corresponding Secretary**

**\*Documents**: Long Range Plan’s Action Plan for 2019; Children’s Program Highlights