

**Greenfield Public Library Board of Trustees
Minutes of 1/14/2025 Meeting
Conference Room, Greenfield Public Library**

Meeting was called to order at 5:08PM.

Roll call: Trustees present – Bill Bensen, Jonathan Cohen-Gorczya, Doris Cowdrey, Ann Dillon, Sam Wood, Jim Zaccara, and Sarah Ahearn Bellmare.

Library staff present: Director Anna Bognolo.

Friends representative present: Paul Jablon.

Public comment: None.

Approval of minutes from December 16, 2024 Meeting: On a motion made by Bill and seconded by Ann, it was unanimously voted to approve the December minutes.

Friends' report: Paul Jablon noted that the Friends' first Bingo fundraiser event will be held 2/1/25 at the Moose club. There will be a basket raffle and 50/50 (with a reminder that Trustees cannot win). In April, the Friends will host the Poetry Contest. Solicitations for entries are underway. The Annual Appeal is in process, and the Friends are ahead of where they were at this time last year. The Friends are continuing to collect feedback on their "presence" exhibit. A book sale will occur in May, with donations being accepted early April.

New business:

- **2024 CWMARS review:** Various statistics were presented to communicate the amount of borrowings through CWMARS. For instance, the cost to purchase such books would have exceeded \$5M. The library staff believe the \$35K membership fee to CWMARS is worthwhile.
- **2026 Budget proposal:** Anna presented the draft budget with comparisons to FY25. Funding sources include the city, state aid, the Foundation (primarily for capital donations) and the Friends (primarily for programming). 15% of the municipal allocation must be spent on materials in order to receive state aid. This totals \$139K in FY26 - \$112K will come from the city and the balance will be funded by state aid. The total budget will be approved by the Trustees at the February meeting. The Trustees have also requested statements on the trust funds from the City. These will be reviewed at the February meeting also.
- **Art exhibits:** Eleven applications were received and shared with the RAT committee. The committee will meet and determine the schedule for exhibits this week.
- **Presentation of change to Behavior policy:** Donated food is not allowed in the library. Signage has been posted to this effect.
- **Presentation of study room policy:** Remove clause about booking rooms only one week in advance. Bookings should be completed online.

Old Business

- **Staffing:** Marjorie Curtis, Head of Borrower Services, will be retiring in February. Anna is determining if any staff may be re-assigned with different positions/responsibilities. She expects the library will need to hire one person for 14.5-19.5 hours/week.
- **Behavior concerns:** Behavioral incidents continue to occur at the library, with some uptick in frequency with the holidays. Anna continues to work with downtown police, CSO's mobile emergency unit, and 1-2 local police co-responders to address these incidences. She noted that training is not necessarily a solution since library staff are not expected to have mental health crisis training. She is in the process of writing an evacuation plan.
- **Building update:**
 - Bike racks should be installed by the end of February.
 - Wayfinding is in bid review. Only three bids were received and none had library experience. The subcommittee will meet to determine if the city should go back out for bids or if the internal staff should implement a simplified design.
 - Solar panels are not correct ones for the hookup. Carole Collins is working with PV² to resolve the issue.
 - Exterior signs have been erected to indicate no smoking within 25 feet of the building.
 - Outside sign powers up. Anna and Lisa are working to determine how to transmit information.
- **Vote on proposed amendment to Behavior/building policy:** upon motion made by Sarah and seconded by Jin, it was unanimously approved to not allow food or drinks in the local history room.
- **Findings and recommendations on fee study:** A proposal will be presented by the advisory committee at the next meeting. Generally, for-profit entities will be charged a fee to use the meeting rooms. These receipts will go into the Revolving Fund.

Director Report

- **Statistics shared:** Trustees can review at their discretion.
- **2024 Challenges:** Anna noted that the Greenfield Public library shared several of the same challenges as the Boston Public Library – including the greater need for basic services, strained resources, and security issues.

Upon motion made by Bill, seconded by Jonathan, and unanimously approved, the meeting was adjourned at approximately 6:30PM.