

**Greenfield Public Library Board of Trustees
Minutes of 6/11/2024 Meeting
Conference Room, Greenfield Public Library**

Meeting was called to order at 5:13PM.

Roll call: Trustees present – Sarah Ahearn Bellmare, Bill Benson, Doris Cowdrey, Ann Dillon.

Library staff present: Director Anna Bognolo, Assistant Director Lisa Prolman.

Friends representative: Paul Jablon.

Public comment: None.

Approval of minutes from May 14, 2024 Meeting: A motion to approve the minutes was postponed to the next Trustee meeting, when that meeting’s attendees would be present and could approve.

Friends’ report: Paul Jablon presented the Friends’ report. The book sale was postponed until fall due to there not being enough books. The Friends anticipated having two per year. The Friends are moving forward with the readathon fundraiser, but it will not be held over the summer in order to avoid conflict with the summer reading program. Date TBD.

New business

- **Library Landscaping:** A gardener (Wren Smith) has been lined up to weed and clean up the library gardens. Watering was not included. Doris and Bill will coordinate on making sure the gardens are watered. Replacement of plants was not included in gardener’s budget.
 - Upon motion made by Bill and seconded by Sarah, it was unanimously approved to fund up to \$300 if needed for plant replacement.
- **Indoor plants:** Danielle’s contract to maintain the indoor plants will be ending in June. Melinda Baughman has volunteered to take this on.
- **Construction update:**
 - Anna continues to try to communicate with DA Sullivan and Dan Pallotta to wrap up open items. They have not been responsive.
 - Additional ADA handrails will be added to the side entrance. Less powerful hand dryers in the bathrooms have replaced the original ones in order to avoid flipping the circuit breakers.
 - Management of the lighting continues to be an issue, originally installed by Zapp Electric. DA Sullivan has suggested another \$7K in reprogramming and training costs. Anna does not think this is appropriate to pay “twice” for what should have been part of original installation.
 - The outside sign is being worked on by the city’s IT department, who is following up with the sign company to get access to control the content.
 - Wayfinding is moving forward, currently under design.
 - Water access points had been sealed over. City is working to make it accessible.
 - Solar panel meters are up and City is working to sell any access back to Eversource.
 - Hinges are being replaced on the study room doors to make them more stable.

- Final construction payment was received from the MBLC. Application for the LEED certification funds/grant will be submitted next year by architect, Phil O'Brien.
- **Budget:** Unspent FY24 state aid funds can be carried over to FY25. FY25 budget was approved.
- **Art exhibits in the library:** The ServiceNet exhibits were taken down. Portraits of dementia will be put up this month with a reception to take place in September.

Old Business

- **Recycling policy:** Upon motion made by Sarah and seconded by Bill, the recycling policy was unanimously accepted.
- **Meeting room policy:** Upon motion made by Sarah and seconded by Bill, updates to the meeting room policy were unanimously accepted.
- **First year anniversary party:** Will take place 7/13 from 10-1PM. Activities and refreshments will be provided.
- **Naloxone Box at library:** Trustee members were in support of this being available. Will consider installation of outside box next year.
- **Foundation is looking for a Trustee to join the board:** Doris agreed to stay on the Foundation board until Jonathan can step in.
- **Donations of art:** Still awaiting policy from City. In the meantime, RAT meeting should discuss.
- **Public safety:** Advisory committee met three times. Awaiting response from social work agency. Will present considerations at later date.

Director Report

- **Statistics shared:** Door count still runs high, but lower than previous months. Anna believes it could be due to the weather.
- **Legal kiosk:** Western NE Law School partnered with library to provide this kiosk on the second floor of the library.
- **Tech foundry:** Will be refurbishing 10 Chromebooks. Also providing 4 classes for computer training.
- **Franklin Country Pride Parade:** Will be held 6/15 with a march to the Energy Park.
- **Additional FF&E:** Looking to add dispensers for free feminine products. City has a grant to pay for one year. Will target other grants beyond then.

Upon motion made by Bill, seconded by Sarah, and unanimously approved, the meeting was adjourned at 6:27PM.