

Greenfield Public Library Board of Trustees
Meeting Room, Greenfield Public Library
Tuesday, December 12, 2023
Posted meeting time: 5:00PM

Meeting called to order at 5:05PM.

Roll call was taken.

- Members present: Doris Cowdrey, Johnathan Cohen-Gorczya, Bill Benson, Sam Wood, Sarah Ahearn Bellmare, Ann Dillon.
- Others in attendance: Anna Bognolo (Director), Lisa Prolman (Asst Director), Paul Jabon (Friends)

There was no public comment.

Motion: On a motion made by Jonathan and seconded by Sam, it was unanimously voted to approve the November minutes.

Paul Jablon presented the Friends report.

- The unofficial results of the raffle proceeds were \$8400. This was \$1600 more than last year with large number of sales from the fair, the YMCA, and the library (events, farmers market, etc).
- There will be a used book sale on Feb 10. Details are being worked out by the Friends for drops offs and display.
- The poetry contest's award ceremony will be held at the library this year. Details are in the Friends newsletter.

New business:

- FY25 Budget: Anna met with Doris. Jonathan and Ellen Boyer to start work on the FY25 Budget. This budget will address an increased need for staffing along with any hardware, software needs anticipated for the upcoming year. It was noted most of the hardware is new and provided as part of the new building. Anna will meet with Marlo from the DPW to include any building needs that are outside the warranty of the new building. It was noted that 15% of the budget must be spent on materials. This can be supplemented with state aid dollars. It is expected that Anna and Jonathan will meet with the city council in January to review the budget details.
- Building committee update:
 - A list of open items has been prepared and shared with the mayor and the OPM (Dan Palotta). These will be reviewed with the general contractor. The city will need a final certificate of occupancy before receiving the final grant dollars from the state.
 - There was discussion on the need of "Wayfinding" in the current library and the architect (Phil O'Brien) will work with a third party to design, procure and install signage. This cost should be expected to be included in the building budget.
- Strategic Plan: Anna is working with consultant Oscar Lanza-Galindo from the Massachusetts Library System. The first step will be to create a committee made up of 4-5 members from Team Library, staff and the community. The plan should be drafted by August and submitted in October.

- Art in the library: A policy has been drafted to address solicitations, approval and installation of artwork. The committee is working with the city to determine whether the current pieces have been donated to the city or are on loan from the artists (permanent or otherwise) and how these are affected may by the proposed policy.
- Motion: On a motion made by Bill and seconded by Jonathan, it was unanimously voted to approve the bulletin board policy.

Director's report: Anna will share the statistics in her hard copy report. In particular, she highlighted that the study room usage and the number of visitors have increased significantly since the prior year, and are exceeding pre-COVID levels. The library will be closed for a staff in-service day on 1/9/2024.

Next meeting will be 1/9/2024 at 5PM.

Motion: A motion made by Bill and seconded by Sam was made to adjourn. All were in favor.

Meeting adjourned at 6:17PM.