

Hamilton Memorial Library, Chester, MA
Meeting Minutes
February 27, 2024

Present: Karen Savoy, Linda Koske, MaryAnn Pease, Jane Sutton, Lucia Browne and Tammy Miranda, Librarian

Secretary's Report: The minutes from October 10, 2023 were read, accepted and signed.... Going forward, the minutes need to be signed by Karen and I before being submitted to the Town Clerk.

Treasurer's Report: MaryAnn reported that the State Aid report came through in Jan. and has been given to Tammy. Tammy and MaryAnn will meet once ^{month}~~week~~ ^{LB} to go over financials. The Expense Account was given to Tammy and recommended to be spent by the end of May. MaryAnn clarified that Tammy only needs to attend Town meetings when she is requested to. MaryAnn will present the "FY2025 Budget Request" to the Town, prepared by Tammy. The financial report by Tammy was adjusted as follows: Expense Account: \$6,126.89, Donation Account: \$11,899.12, State Aid: \$20,535.25, Automation: \$542.00, Salary: \$12,797.33. The Treasurer's Report was then accepted.

Librarian's Report: Tammy presented a written summary (see attached), including: CW Mars is up and running great! Programs in Feb were a big success including Tammy's falcon "helper"! There is a new part time employee named Rachel Symski, who started in Jan. on an "as needed" basis. (Jesse resigned at the beginning of the year). We also have a new volunteer named Cheryl Beeman from Middlefield and a young student volunteer named Julie Broman. Tammy will look into getting Juliet on the "intern" program at Gateway even though she is a student at Westfield Technical Academy. The front door is now open with a clean path up to the door. Construction concerns include the possibility that HCDC may have to close the Library for 2 weeks or more so they can work through our ceiling to get to the second floor. We will know more next month. Karen and MaryAnn agreed that we should discuss this with the select board. Tammy suggested we limit which Museum passes we offer. She has talked to other local Libraries and they would each offer different ones cooperatively. This is because there is a "Card to Culture" program offered by the state so anyone with an EBT card get into museums free.

Other Business: Linda and Lucia's terms are up this Spring. Linda will be running for re-election and Lucia will check with the MA State Board of Library Commissioners to see if someone from out of town can be on the board. Chester on Track is May 18. It's unlikely we can set up on the lawn/mud so Tammy suggested using the space behind the old Elementary School. She will call John Marge about mineral collection being open. Sick Pay was discussed... According to the Town handbook, any employee under 20 hours can make up the hours at a later date, but will not be paid for sick time taken.

Next Meeting: TUES., APRIL 9, 2024 at 2:00

Submitted by Lucia Browne

Lucia Browne
Karen Savoy

accepted
4/9/24