

Hamilton Memorial Library  
Board of Trustees Public Meeting  
Chester, MA 01011

*Karen Savoy*

MEETING MINUTES OCTOBER 23, 2024

PRESENT:

Karen Savoy, Maryann Pease, Linda Koske, Maureen Suriner, Jane Sutton

SECRETARY'S REPORT:

Minutes from 9/18/24 Trustee Meeting prepared and read by trustee, Jane Sutton. Minutes were accepted and signed.

TREASURER'S REPORT:

Not available

LIBRARIAN'S REPORT:

BUILDING PROJECT REPORT:

EXTERIOR: Various trees have been planted and lightposts installed. (Electrician has a few items to complete.) Front seeding (hydro seed) is still to be scheduled. The large front stone step was accidentally removed from the site but will be retrieved and made into a bench.

INTERIOR: Waiting on parts for several items related to front door entrance completion and old fire cord removal. Heat is on! Shades to be reinstalled soon. Handicap accessibility to the museum needs to be modified and could take a few weeks. The old front (interior) entrance door will be kept for historical reasons and stored in the building.

Proper keys have been given to Tammy, Maureen, and Karen.

LIBRARY REPORT/NEWS:

Berkshire Athenaeum will be our "buddy" or partner in the new Library Buddies program.

A new entry display book shelf has been ordered.

Tammy has submitted a Cultural Council Grant.

Story time begins week of Oct 21 and "Born to Read" initiative has started.

Magazines have been ordered. Staff are in the process of reviewing our entire collection to identify where growth is needed.

Tammy will be graduating in May and starting Masters in September.

NEW BUSINESS:

PROPOSED FUTURE LIBRARY PURCHASES: Tammy suggests purchasing Microsoft Office and Adobe (perhaps this will attract teens). She will research further. Tammy plans to expand our "library of things".

LIBRARY HOURS: No changes needed at this time. Tammy says they may consider "seasonal" changes.

LIBRARY OPEN HOUSE: With a number of small projects related to the renovations still in progress, no decision has been made (hoping it will be just a couple weeks).

EMPLOYEE REVIEWS: Tammy plans to schedule reviews in 2 weeks. She is considering expanding and reconfiguring the "library page" position to include light cleaning and changing air filters. "

NEXT MEETING:

DECEMBER 10, 2024. 3:00PM

*Jane Sutton, Trustee 12/10/24*