

**ADAMS FREE LIBRARY  
BOARD MINUTES – March 30, 2023**

Chairman Jim Loughman called the meeting to order at 4:15 p.m.

Present were Trustees Brian Bishop, Virginia Duval, Eugene Michalenko, Lynn Rhoads and Chairman Jim Loughman. Also present was Library Director Holli Jayko. Absent Karen Kettles.

**Public Comment:** None.

**Secretary's Report:** Eugene Michalenko made a motion, seconded by Virginia Duval, to accept the minutes of the January 26, 2023 meeting with the correction. The motion carried 3–0. Brian Bishop and Lynn Rhoads abstained.

**Treasurer's Report:** Library Director Holli Jayko summarized the recaps of the town budget and trust funds interest income account. Brian Bishop made a motion, seconded by Lynn Rhoads, to accept the Treasurer's Report. The motion carried 5–0.

**Unfinished Business:** Holli Jayko reported that since the Miller Fund Statement savings account opened it earned \$181.30 and those funds would be transferred to the checking account to be spent on books. Eugene Michalenko, as Trustee of the Miller Fund, invested the majority of the Miller Fund(\$89,000) with Edward Jones in North Adams in a CD. The expected earnings for the investment are 4.8%. Virginia Duval is continuing her research into the history of the Miller Fund to satisfy the Probate Court reporting requirements. On other unfinished business, Virginia Duval reported that the Adams Historical Society Board of Directors would like to continue the digitization project and they would be willing to spend an additional \$4,000 to digitize up to 18 more reels of microfilm.

**New Business:**

Holli Jayko proposed a revision of the Wifi Hotspot Lending Policy & Form. Virginia Duval made a motion to approve the changes to the policy as presented, seconded by Lynn Rhoads. Motion carried 5-0.

**Library Director's Report:** The refinishing of both grand staircases funded by the Feigenbaum Foundation is complete. We had the ribbon cutting ceremony and at that time Emil George recommended applying again. The director completed the Library's portion of the Annual Report. Holli Jayko presented the library's budget to a joint meeting of the Financial committee and the Board of Selectmen. Two line items were increased: custodial and heating oil. One line was removed, the elevator costs will be paid under one town account. We have requested \$13,500 for capital expenses.

**Reports of Committees:**

**Investments** [Jan, May, Sept]: none

**Building Maintenance:** Holli Jayko reported that small projects are getting done around the building. Lynn Rhoads asked about the urns project and Holli Jayko reported that the project has begun. A top has been sent out to be fabricated. The re-grouting of the front stairs has been scheduled.

**Friends:** Lynn Rhoads reported that the next meeting of the Friends is April 18, 2023

**Public Computer Maintenance:** None

**Announcements and Good of the Order:**

The next meeting is scheduled for April 27, 2023, at 4 p.m. Virginia Duval mentioned that the Hoosac Valley High School library may close and this may mean more patrons in the library of the high school age range.

With no further business, Virginia Duval made a motion, seconded by Eugene Michalenko, to adjourn at 5:23 p.m. The motion carried 5–0.

Respectfully submitted,

*Holli Jayko*

Holli Jayko, Library Director and Trustee Secretary

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