

ADAMS FREE LIBRARY
BOARD MINUTES – September 29, 2022

Chairman Jim Loughman called the meeting to order at 4:03 p.m. Via Zoom.

Zoom Meeting <https://us06web.zoom.us/j/85940504903?pwd=WnVjZnZYMURvUVFSMEtUYWxBZlQwUT09>

Meeting ID: 859 4050 4903; Passcode: 427566

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Present via Zoom 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: Virginia Duval made a motion, seconded by Eugene Michalenko, to accept the minutes of the May 19, 2022 and July 21, 2022 meetings with the edit to the Friends report by Lynn Rhoads. By roll call vote the motion carried 5-0. Karen Kettles absent.

Treasurer's Report: Library Director Holli Jayko summarized the recaps of the town budget and trust funds interest income account. Virginia Duval made a motion, seconded by Brian Bishop, to accept the Treasurer's Report. By roll call vote the motion carried 5-0. Karen Kettles absent.

Unfinished Business: Virginia Duval would like to propose that we add a second Trustee to the Miller Fund. If there are two trustees the fund can still be managed if something were to happen to one of the trustees. There was some discussion, the consensus was that the board was agreeable but the decision was tabled until some research could be done as to the process to do this.

New Business: Upcoming Holiday Hours – the library director proposed the library close on Saturday, November 26, as the library is already closed that Thursday & Friday for the Thanksgiving Holiday. Also, the director proposed being closed Saturday, December 24, as it is a ½ Holiday by union contract. Eugene Michalenko made a motion, seconded by Lynn Rhoads, to close the library on Saturday, November 26, and Saturday, December 24, 2022. By roll call vote the motion carried 5-0. Karen Kettles absent.

Library Director's Report: The director reported on upcoming programs, including the Berkshire Libraries Fall Crawl, the Adult Book Group, author Archer Mayor book talk and a presentation by Nutshell Playhouse. The Feigenbaum Foundation approved a grant for the sanding and refinishing of the staircases; the work is expected to be done in November. Once the project is complete, we will ask them to come for a celebration to show off the refurbished grand staircases. The State Aid Financial Report was completed on time and we do not have to apply for a waiver this year.

Reports of Committees:

Investments [Jan, May, Sept]: Karen Kettles absent.

Building Maintenance: Brian reported that the new boiler was installed and the piping completed. It hasn't been fired because the burner was not installed yet. All the condensate pipes have been replaced.

Friends: Lynn reported that the Friends met on September 20, 2022. The Officers are now Ann Bartlett, President; Carleen Butler, Vice President; Pat Catelotti, Treasurer and Meagheanne Donahue, Secretary. They reported the income from the Book Sale was good, and they plan to purchase another order of T-Shirts, notecards and calendars to sell. They postponed the decision to fund the Ancestry Library Edition database to their November meeting. Lynn would like to work with the Friends and the Library Director on adding to our library of things and advertising the collection.

Public Computer Maintenance: The library director reported the new wi-fi access points were installed, and the library is looking into wireless printing and software to administer use of public computers.

Announcements and Good of the Order:

The next meeting is scheduled for October 27, 2022, at 4 p.m.

With no further business, Eugene Michalenko made a motion, seconded by Brian Bishop, to adjourn at 5:04 p.m. By roll call vote the motion carried 5-0. Absent Karen Kettles.

Respectfully submitted,

Holli Jayko

Holli Jayko, Library Director and Trustee Secretary