

**Greenfield Public Library Board of Trustees
Minutes of 2/11/2025 Meeting
Conference Room, Greenfield Public Library**

Meeting was called to order at 5:02PM.

Roll call: Trustees present – Bill Benson, Jonathan Cohen-Gorczya, Doris Cowdrey, Ann Dillon, Sarah Ahearn Bellmare. Sam Wood joined mid-meeting.

Library staff present: Anna Bognolo, Lisa Prolman.

Friends representative present: None.

Public comment: None.

Approval of minutes from Jan 14, 2024 Meeting: On a motion made by Bill and seconded by Doris, it was unanimously voted to approve the January minutes (with a correction to spelling of Benson).

Friends' report: Since no Friends were present, Jonathan gave report with update on Bingo event. It was a success with people turned away at the door due to capacity limits at the Moose club. Net receipts were approximately \$2600 for Bingo and \$1700 for the raffle.

New business:

- **Photocopier replacement:** Photocopier/printer will be replaced. A 5 year lease was signed costing approximately \$13,000. Gilmore and Farrell has offered to pay \$2500 toward this expense. The Foundation is looking to see if Greenfield Cooperative Bank might be willing to pay the balance as part of their community investment program.
- **Trespassing procedures:** Current procedures have been formalized into a policy. If necessary, individual trespass orders will hold for one year. There is a cost of \$75 to the Sheriff office to deliver the order, the mayor needs to approve, and the order is on file with the police. An individual would have the ability to appeal the decision. To date, only four orders have been issued – relating to hate speech, brandishing a knife, restroom graffiti, and an escalated mental health situation.
- **Meeting room policy:** There was discussion as to whether published authors should be allowed to sell their books during an event. Current policy permits self-published authors to do so, but not third party publishing houses. Current policy also permits local artists on display can sell items. Question of a corporation profiting from event, pressure on attendees to purchase an item at the event when they might not have the resources to do so. Suggestions to have books available to check out at event, encourage corporation to make a donation to the library if sales are made. New wording to be proposed at next meeting.

Old Business

- **Budget:** Budget has been presented and entered into the MUNIS system, currently in review by the mayor. Anna will send copies of budget and trust account statements to the trustees.

- **Art exhibits:** Submissions have been reviewed by subcommittee. Paul Jablon's work is currently on display. Had a strong turnout at opening reception. Committee will meet soon to determine calendar of subsequent exhibits.
- **Room rental fees:** A proposed rate fee schedule will be presented at the next meeting.
- **Vote on Behavior Policy amendment:** Upon motion made by Doris, seconded by Bill, it was unanimously agreed to prohibit donated food in the library.
- **Study room policy:** Upon motion made by Sarah, seconded by Bill, it was unanimously agreed to remove the clause requiring one week advance notice in booking study rooms.
- **Discussion on behavior concerns and related staff support:** General discussion on continuing efforts to support staff and patrons. Communication with the mayor, her chief of staff, HR. There was a meeting with the Opioid task force which identified financial resources to help with blankets, charging devices, snacks, etc. Anna is working with local colleges researching the possibility for a social worker practicum setup in the library. There is also the possibility for seniors to help monitor the library as part of their tax-workoff program. The library will be closed for a full day seminar led by CSO on 3/28.
- **Building update:**
 - Bike racks done and should be installed by the end of February.
 - Wayfinding will now be done in house. Changes will be pared down to essentials.
 - Outside sign closer to being up and running.
 - Solar panels - Carole Collins is working with DA Sullivan, who has agreed to pay for work on the panels. Initial site visit by PV2 cost the library \$950.
 - Windows in the children's room and the teen room will need to be replaced. Materials will be covered under warranty.
- **Director Report:** Marjorie is retiring the end of February. Position will not be posted until she leaves. PT custodian's last day is 2/21. Anna is working on determining appropriate amount of custodian coverage. Library remains busy – over 960 people came through last Saturday.
- **Statistics shared:** Trustees can review at their discretion.

Upon motion made by Jonathan, seconded by Bill, and unanimously approved, the meeting was adjourned at 6:14PM.