

TRUSTEES OF FORBES LIBRARY
Meeting of June 19, 2013

Present: Ms. Burnham, Mr. Carrier, Ms. Downing, Ms. Hess, Mr. Rowe, Mr. Morin, Ms. Moulding, Ms. Sheirer, Mr. Twarog. **Also Present:** Scott Kennedy, observer for the Friends of Forbes Library; Dylan Gaffney, representative of the Forbes Library Employee Association (FLEA); Julie Nelson, Archivist; Jessica Tanner and Hannah Morehouse of "Help Yourself" Northampton. **Absent:** None.

The meeting was called to order at 4:05 PM in the Watson Room in Forbes Library.

Public Comments

There were no public comments.

Secretary's Report

Mr. Rowe moved that the Secretary's Report of May 22, 2013 be accepted and placed on file with a minor correction. Ms. Hess seconded the motion, which was passed unanimously.

Administrative Report (Ms. Moulding & Ms. Downing)

Ms. Moulding reported that on the evening of this meeting, Forbes will hold their annual Midsummer's Night Lawn concert with Samirah Evans, a highly regarded jazz and blues singer originally from New Orleans. The concert begins at 7:00 PM on the west lawn.

Forbes will once again be closed on Saturdays this year starting July 6th and running through August 31st.

The 20th annual Friends of Forbes Garden Tour was held Saturday, June 8. The weather was perfect, despite rain the previous day. Tickets sold well and the gardens seemed very popular.

Forbes Library will be part of a book project by the Daily Hampshire Gazette and an independent publisher to create a photographic book of the early years of Hampshire County. The Gazette is already advertising the project asking readers to bring in photos to be scanned and included in the book. There will be three public scanning sessions: at Forbes Library, the Northampton Senior Center, and at the Amherst Historical Society. The publisher will also use images from the Forbes collection. Copies of all public photos scanned and the rights to use them will be given to Forbes Library after the scanning sessions. A copy of one of the publisher's previous books was shown to the Trustees.

The library's summer reading program will run from June 24 to August 31 and this year's theme is "Groundbreaking Reads". For every three books read, the participant will get a raffle ticket for weekly prizes and grand prizes. The Friends of Forbes have donated a pair of tickets for the September Wine Tasting to the winners from both the public and the staff.

There will be another Valley Gives Day this year on December 12. Last year Forbes made \$5,000 in online donations on Valley Gives Day.

The "All Hamptons Read" is beginning soon. This community wide reading program will take the place of the city's "On the Same Page" program that Forbes has participated in since its inception in 2003. "All Hamptons Read" will include the communities of Northampton, Easthampton, Southampton and

Administrative Report (continued)

Westhampton. The book, *Outcasts United*, will be handed out soon at various locations in all four communities and programs for the event will occur between late September and early November.

Faith Kaufmann and Molly Moss went to the Senior Center Health and Wellness Fair on Thursday, May 23rd and were well received. They talked about collections and services at Forbes and handed out material on the library's health databases and other materials.

Ms. Hess moved that the Administrative report be accepted and placed on file. Ms. Burnham seconded the motion, which was passed unanimously.

Friends of Forbes Meeting

Mr. Rowe attended the June 5th meeting of the Friends of Forbes and reported that the friends welcomed new member Rose Lander and are still looking for additional new members. They discussed details of the garden tour, which is a very large and impressive undertaking. They also discussed plans for the upcoming wine tasting. They are looking for volunteers to collect tickets and help with set-up and clean-up. They are also funding the annual volunteer appreciation event this summer.

Next Meetings

The next regular meeting of the Trustees is scheduled for Wednesday, July 31, 2013 at 4:00 PM in the Watson Room.

The next meeting of the Friends of Forbes Library will be held Wednesday, September 4 at 6:30 PM. Ms. Burnham will attend on behalf of the Trustees.

The Coolidge Advisory Committee will be meeting in 2013 at 4:00 PM on Mondays, September 9 and December 2. Ms. Hess will attend the September 9 meeting.

Communications

Ms. Hess received an email response from Elizabeth Warren thanking Ms. Hess for contacting her to voice support for federal funding of public libraries. Ms. Warren states that we "proudly signed a letter to leaders on the Senate Appropriations Committee urging them to protect funding for the Library Services and Technology Act (LSTA)." Ms. Hess sent similar letters to each of the state legislators and received replies from all three of them.

Finances

Ms. Moulding said that there is nothing new to report this month.

FY14 Book & Media Budget

Ms. Moulding distributed the proposed Book & Media Fund for FY14. It includes the \$10,000 contribution from the Garvey Fund which was approved at the May Trustees' meeting. The largest increase is in e-books, followed by fiction, videos, and audio books. In response to a question from Mr. Twarog about the high cost of e-books, Ms. Moulding said that publishers set the prices high for libraries because many people read the library's copy as opposed to purchasing their own copy. In addition, with e-books, publishers are able to set technological restrictions and limit access to the book to a prescribed number of check-outs.

Ms. Burnham made a motion to approve the Book & Media Fund for FY14 as proposed by Ms. Moulding. Ms. Hess seconded the motion, which was passed unanimously.

"All Hamptons Reads" Account

Ms. Moulding reported that the Emily Williston Memorial Library of Easthampton, a partner in the "All Hamptons Reads" program, has offered to assume custody of the remaining balance in the "On the Same Page" fund. This is necessary to avoid confusion when the "Forbes For All" campaign solicits the Easthampton Savings Bank which is the major donor to the "All Hamptons Reads" Program. Attached is a letter from the director of the Easthampton Library requesting the transfer of funds.

Mr. Rowe made a motion to transfer the balance of the "On the Same Page" fund to the Emily Williston Library for the "All Hamptons Reads" program. Mr. Twarog seconded the motion, which was passed unanimously.

Second Century Fundraising Committee

Ms. Downing reported that the committee met last week and money continues to come in. A \$5,000 challenge grant was quickly met and the committee is now looking for another challenge grant. The total raised so far is about \$120,000. There has been good publicity in the Daily Hampshire Gazette including an editorial by the paper and a guest column written by Michael and Judy Ryan.

City Council Budget Hearing

Ms. Moulding spoke at the City Council Budget Hearing on June 11. The Councilors were very receptive and supportive of the library. They asked many questions about library operations and collections. Ms. Moulding distributed the handouts given to members of the City Council at that meeting.

Jessica Tanner and Hannah Morehouse joined the meeting at 4:30 PM.

Edible Landscape Request

Ms. Moulding reported that Jessica Tanner made a request on behalf of "Help Yourself" Northampton to place an edible landscape garden on Forbes Library property. The group has already planted edible gardens along the bike path and is in the process of planting beds at the Courthouse and at First Churches. Ms. Tanner's written statement reads:

In brief, Help Yourself is a state-level non-profit working with Northampton city government and local residents to plant gardens, fruit and nut producing trees and shrubs for the public to eat for free! We have already planted annual vegetable plants in raised beds along the segment of bike path between Pleasant St. and Conz St., as well as grape vines along the bike path fencing. This activity is an opportunity to build community, teach residents about gardening to increase food security, encourage individuals to garden at home, and replace high input lawns with lower input edibles.

We are currently working on design plans for First Churches, the courthouse lawn, and the headstart program on Vernon St. There are many interested volunteer supporters participating, and many local groups with whom to collaborate including the Northampton Community Garden, Florence Organic Community Garden, Western MA Permaculture Guild, Pedal People, Transition Northampton, and the Valley Time Trade. Volunteers will design, plant, and maintain the gardens. I encourage you to check out the help Yourself website at www.helpyourselfnoho.tk for more information.

In response to questions from the Trustees, Ms. Tanner and Ms. Morehouse said that they would work with the library to identify a suitable location for the garden, and propose a design based on the location. They would install and plant the garden, starting small, and then maintain it. Decisions about what and where to plant would be passed by Ms. Moulding. Ms. Burnham and Mr. Twarog volunteered to join Ms. Moulding in reviewing the garden plans.

Edible Landscape Request (continued)

Mr. Twarog made a motion to approve the proposal by Ms. Tanner to create an edible garden on the Forbes Library property in consultation with library representatives as outlined above. Ms. Burnham seconded the motion, which was passed unanimously.

Mr. Morin arrived at the meeting at 4:35 PM.

Ms. Tanner and Ms. Morehouse left the meeting at 4:40 PM.

Treasurer's Report

Mr. Rowe moved that the Treasurer's Report of May 31, 2013 be accepted and placed on file. Ms. Burnham seconded the motion, which was passed unanimously.

Mr. Morin reported that the Aid Fund closed May with a balance of \$31,200. The last State Aid payment was received this month. Employee wages category is close to being balanced. FY14 building insurance was paid this year and the expense will show on the July report. The work-study invoice will be received from Smith College in July. The Book Fund has a deficit of \$1,400 in May. A transfer of \$7,600 was completed in May to fund the Pleasant Street Video account per the instructions of the Trustees. The Lyman Special Collections fund has a deficit of \$1,500. Expenses in the Aid Fund for FY13 that were paid with funds from FY12 can be transferred to this account. The Pleasant Street Video fund now has a balance of zero and will not appear on reports after FY13. The Garvey Book Fund has a balance of \$5,700 at the end of May, \$5,000 of which will be transferred to the endowment before the end of the fiscal year. Mr. Morin said that funds with a zero balance at the end of FY13 will not appear in the Treasurer's report in FY14 and will be reactivated if there is any future activity. In response to a question from Mr. Carrier, Mr. Morin said that the O'Connor fund is currently in a CD at Florence Savings Bank.

David Brewster Donation

David Brewster, an artist whose studio is in Florence, has offered Forbes a painting or two from his collection of works. Ms. Kaufmann, Martha McCormick, and Ms. Moulding went to his studio on June 8th to choose something for the library. Mr. Brewster was very helpful and generous, but the decision was difficult because there were so many interesting paintings. It was narrowed down to three paintings of Western Massachusetts scenes. Ms. Kaufmann will make the decision based on what wall spaces are available at the library. In response to a question from Mr. Twarog, Ms. Moulding said that the library is selective in receiving donated works of art.

Ms. Julie Nelson, Archivist, arrived at the meeting at 4:50 PM.

Coolidge Law Books

Ms. Moulding reported that the set of law books which Coolidge used when he studied law in Northampton have been restored and are back at the library. They look good and are now sturdy enough that they can be used without fear of damage. Ms. Nelson reported that the project came in under budget at \$1,950. The books are unusual because they are signed J. Calvin Coolidge, which is a signature he only used for a brief period. Ms. Nelson said these represent about half of the original set, and the location of the remainder is unknown. Ms. Nelson showed the Trustees photographs of the originals and then the restored volumes themselves. Many had covers unhinged and falling off and torn pages. The books were repaired with new covers and spines and new boxes were made for them. They can now be used by legal scholars. Ms. Nelson said a possible exhibit idea would be to display the law books of

Coolidge Law Books (continued)

Calvin Coolidge and Judge Forbes. The Trustees thanked Ms. Nelson and asked her to let them know of other small projects such as this that might be done.

Gifts, Bequests, Sales, etc.

The following *designated gift* was received since the last Trustees' meeting: Print of a dragonfly from Eric Carle, Amherst, to be framed and hung in the Children's Room.

Mr. Rowe made a motion to approve the allocation of the designated gift as proposed by Ms. Moulding. Ms. Burnham seconded the motion, which was passed unanimously.

Ms. Moulding distributed a list of Second Century donations including designated and undesignated gifts.

Ms. Hess made a motion to approve the allocation of the Second Century donations as proposed by Ms. Moulding. Ms. Burnham seconded the motion, which was passed unanimously.

There were no *receipts from sales/rents* this month.

Reports on workshops/meetings/activities

None this month

At 5:05 PM Mr. Rowe moved to adjourn the meeting. Ms. Burnham seconded the motion, which was passed unanimously. The meeting was adjourned at 5:05 PM.