

**Griswold Memorial Library Board of Trustees**  
**Meeting Minutes**  
**Monday, November 18, 2024 at 6:00 pm**  
**online by Zoom**

**I. Opening**

- a. Meeting called to order at 6:01 pm.

Present: (Trustees\*) Nancy Turkle\*, Betsy Browning\*, Betty Purington Johnson\* Dagoberto Driggs\*, Chelsea Jordan-Makely, Hadley Looman, Anna Lavarreda

Regrets: Mikaela Whitaker\*

- b. Land acknowledgement  
c. Team agreements

< 6:06 pm Cheli Mennella\* joined >

**II. Approval of agenda**

Betty moved we approve the agenda as amended to state “Approval of October meeting minutes” instead of September. Betsy seconded. Agenda approved.

**III. Approval of meeting minutes**

Betty moved we approve October minutes. Betsy seconded. October minutes approved.

**IV. Reports**

- a. Director’s report

Highlights: Appreciation for everyone’s flexibility with meeting online; the GML received a beautiful bouquet from Hadley Looman; a Winter Party is scheduled for Dec.21, which will be a holiday party for staff and the public with a screening of the movie “Elf” and a cookie swap; Land Acknowledgement sources about why it’s important for the GML to have one; noted a few articles about what libraries are dealing with in these times.

Concerning the Local History Collection, Dave and Nina from the Historical Society viewed some of the Patree files for consideration in moving the files to the H.S.. Patree wrote a History of Colrain (published 1974), and her family donated all of her research materials and notes for the book. These are currently stored in a large filing cabinet. Chelsea also asked about moving the files to the town vault if the H.S. does not want them. The Boston Public Library is not interested in the Patree files and does not deem them valuable. A second filing cabinet contains vital records and war records that date back to the earliest days of Colrain. These records are brittle and delicate and important. The BPL and state of Massachusetts will digitize these files for us and put them online so their accessibility increases to anyone. After being digitized, these records will go into the Town vault where people can submit a request to view them. (Important to note: Digitizing helps protect historic documents in case of disasters.)

Betty moved we accept the Director's Report as written and verbalized. Betsy seconded. DR accepted.

**b. Treasurer's report**

Trustees reviewed report. Per Betty, wages and a couple other things that were missed were straightened out; waiting on a Hartnett tax credit (\$14); there is still \$165 in electricity that should go to maintenance. Betsy moved we accept the Treasurer's Report. Nancy seconded. TR accepted.

**c. Cornerstone Committee report**

No meetings recently. The project hit a quagmire – the wetlands study concluded there are no wetlands on the library property. The architect and engineer need to be mindful of a 100ft buffer for any adjacent wetlands. As they produce plans, they will need to file a notice of intent with the Town and Conservation Commission, as the Conway Report found wetlands on the neighbor's property. The architect and engineer have asked if they could do a wetland delineation her property. The Town Administrator has to be asked to weigh in on the issue of delineation.

**d. Governance Committee report**

Discussed the Local History Collection Development Policy and concerns about accessibility to files. Betsy moved we bring forward a vote on the Local History Collection Development Policy as presented. Cheli seconded. Betty abstained. Ayes: Cheli, Nancy, Betsy, Dago. Local History Collection Development Policy passed.

**V. Ongoing Business**

**a. IMLS Award**

The award money will be used toward a new sign from Taylor Signs. He recommends using someone local to hang the sign and construct a roof structure. Betty moved we move forward with Taylor Signs to use IMLS money to put a permanent sign in front of the library. Betsy seconded. All ayes. Motion approved.

**b. Building & grounds**

Chelsea reached out to someone about snow shoveling.

**c. Discussion re: public comment period**

Discussed whether to have the public comment period at the beginning or at the end of the meeting. Decided to try having it at the beginning. Besty moved we do a trial of the public comment period at the beginning of the meeting, after approval of the agenda and meeting minutes. Betty seconded. All eyes. Motion approved.

**VI. New Business**

**a. Reviewing Land Acknowledgement**

The Governance Committee will review the Land Acknowledgement and decide if it needs updating. Cheli will organize a meeting.

**VII. Public Comments**

Hadley Looman: Really likes being at meetings and appreciates our work.

**VIII. Adjourn**

Betty moved we adjourn. Betsy seconded.

Meeting adjourned at 7:15 pm.

Next scheduled meeting: Monday, December 9, at 6pm, in-person and online

*Respectfully submitted by Cheli Mennella*