

Minutes of Holliston Public Library Board of Trustees Meeting – May 18, 2016

Present: Cathy Soucy, Bill Heuer, Nancy, Baron, Jim Pond, Pat Fuller, and Phil Waterman. Also present was Leslie McDonnell, Library Director and Bob Malone, COA.

Phil moved to accept the meeting minutes from April 13, 2016. Cathy seconded. All in favor.

Director's Report

- The fire alarm system has finally been installed and tested by the Holliston Fire Dept.
- A number of programs (eg: Storytimes, Lego Club, expanded Adult Coloring, French on Fridays, Frog Habitat etc) continued to have strong attendance.
- The summer reading program is being prepared.
- Leslie and Jen attended a workplace violence program provided by the Holliston Police.

Long-Range Plan

- The Long-Range Plan Committee met on April 25th and completed the Vision Statement process. Although somewhat vague, it is a required piece of the plan.
- The committee will meet again on June 13 to review the survey and establish goals and objectives for the plan. Leslie will summarize and forward to the Trustees prior to the fall meeting.
- Approximately 300 survey forms have been completed. The survey can be filled out until the end of May.

There appears to be agreement to make the long-range plan a 3-Year Plan rather than the traditional 5-Year Plan. This is valid as an option and would provide an opportunity to revisit the plan sooner as many town items are currently in a state of flux and may temper the future options for the library. The full process would not need to be redone from scratch and could utilize much of the current information three years from now.

Community Compact

- The Capital Inventory meeting with UMass Amherst (as part of the Community Compact) turned out to be disappointing. It was expected that a physical inventory and assessment would be the basis for this process but it now appears that it is the "process" that is being evaluated for the town and that duplicate information is being requested. It is unclear as to whether this might be used as a precursor to a third-party assessment of capital needs and costs. (The COA had a similar experience)
- Leslie will be filling out the requested paperwork and expanding the capital items to include future needs such as the roof, heating, air conditioning, staff room ceiling, paint, carpet, window issues etc.

Library Budget

- To balance the books for the end of the FY, Leslie is transferring \$3K from energy savings to building to cover the new radiators for the staff room.

Friends Update

- Rumors that the Newcomers are disbanding may be premature as there are efforts afoot to keep it going. Newcomer grants provide a number of museum passes for the library.
- FOL will be looking for new ideas for fund raising in the coming year as a number of existing sources of funds seem to have peaked.

Next Meeting Date: Wednesday, June 15th at 7pm in the Gilman Room

Phil made a motion to adjourn. Nancy seconded the motion. All in favor. Meeting adjourned at 7:58pm.

Respectfully submitted,

Bill Heuer