

## **Minutes of Holliston Public Library Board of Trustees Meeting – February 22, 2017**

Present: Bob Ostrow, Jim Pond, Pat Fuller, Bill Heuer and Nancy Baron. Also present Leslie McDonnell, Library Director.

Jim moved to accept the minutes from the meeting of January 11, 2017. Bob seconded, all in favor.

### **Librarian's Report**

1. **Boiler Update** – Boiler is installed, has been inspected and is doing well.
2. **Green Communities actions** – if we are able to save on GC recommendations we would be able to get back \$900 in budget and stay within the guidelines (our proposed budget exceeds by \$900).
3. **Other Budget '18** – the roof expense is in the capital plan. We have an issue with the gutters (split, recently a large chunk of ice fell down as a result); Fincom seems to understand that “roof repair” means roof + gutter + façade of library.
4. **Future of Library Renovation** – FinCom is questioning whether we want to renovate the library or build a new one. The Trustees agreed that the Trustees should make proposals regarding this topic, not wait for town leadership.
5. **Gift** – The library has received a \$2000 fist and match from the Beck family and Fidelity. The Trustees voted to use this money from the gift account for the following purposes”
  - a. Three more scanners at the circulation desk to scan cell phones for check out (we currently have 2; these are popular). (approximately \$200 each)
  - b. A puzzle holder for the children's room. (approximately \$84)
  - c. A step stool for the children's room, self-check station. (approximately \$138)
  - d. Lighter weight folding table for the meeting room (approximately \$86)
  - e. A new copier (old one close to expiring), copier supplies will be in the budget and \$ from copier would go to the town (approximately \$99)

Jim motioned that Trustees approve the usage of the gift money for the above items, Pat seconded, all agreed.

6. **Trustees Ethics exam** – Trustees have completed the town ethics exam except Jim; Jim promised to complete same that week.
7. **Story Book Trail** – Trail is completed, the Lions will be doing any needed repairs and changing the books, they are looking for sponsors of the stations. Bill suggested that the Trustees sponsor one.
8. **Other** –
  - a. The Children's Room train table has been refurbished and is back in,
  - b. Lego Fest is coming up March 4; tickets are slower than last year so far,
  - c. Leslie talked to the Boy Scouts about working on the grounds area in back of the library.
  - d. We may drop the Garden of the Woods passes (lack of demand), keep Tower Hill passes.

- e. The library sleep over had a low attendance (even though was requested on our survey); we may not do again.
- f. Meet the Author series is going well, Leslie is doing a good job of finding both authors that will do this for free and those who have a local interest.

### **Friends Update**

There has been a lot of discussion on the Ma Bd of Library Commissioners discussion list lately pertaining to Trustees also serving on the FOL Board. While not expressively prohibited, it looks like the restrictions and appearances of conflict suggest an issue. Bill had forwarded this discussion to Trustees, Leslie sent out the link for Trustees to subscribe to the email listserv.

**Next Meeting:** March 22 at 7pm in the Gilman Room

Jim motioned to adjourn, Nancy seconded. All in favor. Meeting adjourned at 8:25 pm.

Respectfully submitted,

Jim Pond