

Minutes of Holliston Public Library Board of Trustees Meeting – January 10, 2018

Present: Bill Heuer, Bob Malone, Bob Ostrow, Karla Alfred, Jim Pond and Nancy Baron. Also present Leslie McDonnell, Library Director.

Jim moved to accept the minutes from the meeting of December 13, 2017. Bob M. seconded, all in favor.

Librarian's Report

1. Update on Building Issues –

- Roof – Jeff and Leslie will meet with architects who will bid for the job on Jan 11.
- Lighting – Project is about 3 months behind. Waiting for old fixtures to be taken away and new ones delivered.
- Masonry – Neil Rouleau from Building Restoration Corporation will examine masonry and do a fix on the parts needing urgent attention. Leslie will need Jeff's approval for Neil to go forward with this. It's anticipated that the full repair job may be so expensive as to require a reserve fund transfer.
- Alarm system – Safety Signal says the 32-year-old system has shorted out and is dead. Leslie says there is \$5K in our building line that could pay for this and has put in a work order. Karla suggests a remotely programmable Nest thermostat to replace the low-temperature monitor that is wired into the alarm system.
- Door for magazine room – Leslie has received a \$4462 quote which is more than anticipated and will seek more quotes.

2. Budget – Leslie has prepared budgets for both 1% and 2% increases to present to FinCom on Jan 23. Bob O. motions to accept these for presentation, Karla seconds, all in favor. Library is in good shape going into this budget cycle as recent physical improvements have made a vast difference in budget preparation. Trustees anticipate that more State Aid may be used for its intended purpose rather than for salaries.

3. Moldy old maps – Previously determined that restoration costs would be prohibitive. Leslie has purchased reproductions, Historical Society not interested in originals but Joanne Hulbert would like them. All agree to give them to Joanne.

4. Employee Evaluations – Leslie will send Trustees the Town's new form.

5. Lost Passes – Trustees decide to leave the fine at \$20 for lost passes.

6. Receipt Printer – Nancy motions to spend \$289 for the purchase of a new receipt printer. Bob O. seconds, all in favor.

7. Friends' Update – Mike Capello is getting out of the used book business, meaning a loss of about \$7K in funding from the Friends each year.

Next Meeting: February 7 at 7pm in the Gilman Room

Bob O. motioned to adjourn, Bob M. seconded. All in favor. Meeting adjourned at 8:35 pm.

Respectfully submitted, Nancy Baron