

## **Holliston Public Library Board of Trustees – Minutes from May 1, 2019**

**Present:** Trustees Bob Ostrow, Bob Malone, Jim Pond, Karla Alfred, Kara Peterson, Nancy Baron, and Library Director Leslie McDonnell. Also present Yvette Cain from Holliston Reporter.

Nancy motions to accept minutes from Apr. 3, 2019, Jim seconds, all in favor.

### **Director's Report**

#### **Building Updates:**

1. A/C – Rebuildex will probably open and close the walls with subcontractor CAM taking care of the A/C work. Cost will be covered by last year's Town Meeting warrant article that approved roof and A/C work.
2. Ceiling repair project – Rebuildex is slightly ahead of schedule. Electricians have begun work. Temporary structural supports should be removed within the next couple of weeks, allowing rooms to be reopened.
3. Catwalk – Jeff Ritter will make a decision on whether \$4K can be found to finance the construction of a catwalk above the new ceiling to be installed prior to the ceiling being closed. All agree this would be desirable both for safety and convenience of future maintenance.
4. New Meeting Room Ceiling – Leslie has received a quote of \$1900 for replacing the ceiling, plus \$900 for the adjoining staff room. While this seems reasonable, the project may also involve Chipman Electricians who have indicated that new lights may be required at a prohibitive cost of \$3,350 for new fixtures. Leslie will check to see if the old lights can be used.
5. Elevator - Elevator broke just before its annual inspection. It has been repaired.

#### **Anonymous gift:**

Donor wants to give the Friends \$10-15K. Her preference is that the gift money should be used for programs and/or technology with an emphasis on bringing new patrons into the Library. Leslie is investigating items the Library could not previously afford, such as a laptop computer. Leslie and the staff will generate a comprehensive list of possibilities for our donor to consider.

#### **Reserve Fund Transfer:**

Additional funds are needed to cover the unexpectedly high cost of heating due to the plastic curtain put up for construction. This is will probably be reimbursed by insurance. Also the budget is \$4500 over on the Building line due to A/C problems last summer.

#### **Warrant article for Building Consultant:**

Unanimously approved by FinCom. Leslie will speak briefly at Town Meeting explaining how the requested monies will be used.

**New Children's Librarian:** Current staff member, Jen Carlson, is planning to start library school to become a Children's Librarian. She may make a great candidate as she originally came to us with a great deal of experience. Previous staff members who were hired while pursuing library degrees have worked out well.

**Friends:**

1. Clothing Drive – Clothes will be collected for 3 ½ days, then delivered to Savers by a truck from New England Packaging, again arranged for by Bob Ostrow. Savers will pay the Friends per pound of donated items.
2. Friends' Book Sale – New protocol is working out fine so far.
3. Friends President – Janice Korn, previous VP, is new President.
4. Grand Re-Opening – Possible event in the first half of August. Ideas include: Mobil Mini-Golf or a Robin Williams performer upstairs for adults, coupled with a children's movie (possibly also featuring Robin Williams) downstairs.
5. Garden Club – Toni Neill from Garden Club feels that bedraggled tree in the front yard should come out. Trustees grant permission.

**Next Meeting**

Next meeting to be held June 5, 2019.

**Adjourn**

Nancy motions to adjourn, Kara seconds. Meeting ends at 8:55.

Respectfully submitted,  
Nancy Baron