

Holliston Board of Library Trustees

Minutes of the Regular Monthly Meeting October 2, 2019

Members present: Bob Malone, Bob Ostrow, Kara Peterson, and Karla Alfred Staff present: Leslie McDonnell, Director.

Bob Malone called the meeting to order at 7:00 pm. A quorum was present. Bob M. has been in correspondence with Jeff Ritter, town administrator, and Dan Brown, town legal counsel, regarding the responsibility of hiring and evaluating the library director. It has been confirmed that it is the responsibility of the Library Board of Trustees. The Trustees will adopt the town-wide evaluation form when it becomes available, likely December 2019, to complete the yearly evaluation of the Library Director going forward. Bob M. has been working on a redraft of the Holliston Public Library Board of Library Trustees By-laws. Bob O. motioned to approve and adopt a corrected version (regarding Article IV: Meetings with correcting the annual meeting of the board to June, following May town elections, at which time the election for officers for the coming year will be conducted) of the by-laws and Karla seconded. Kara motioned to approve the meeting minutes from the September meeting, Karla seconded. There has been no update on the future of the TD Bank building. The trustees and director worry about the plowing of the parking spaces behind the library (owned by the bank) during the winter with the bank no longer in operation (closing November 2019).

Leslie presented Jen Carlson's report from the Children's Room. Her transition to children's librarian has gone well and many programs, including the YMCA preschool program as well as mindfulness and cooking, continue to be popular. She has also implemented "speed reads" for the children's department for popular books. There are currently quail eggs in the incubator, which should hatch the week of October 14th.

Leslie presented her director's report. Generous patrons, Walter and Carol McClennon, are paying to have the library's cartoon of "Casey at Bat" reframed at their expense. Jen Keen, assistant director/YA librarian, attended a program on serving middle schoolers. The entire staff participated in a training with Medway and Millis library staff on serving patrons with mental health issues. The Lizzie Borden event held at and in conjunction with the Holliston Historical Society was very well attended. Leslie will be meeting with Mary Branley, a planning consultant from Spencer, to discuss our options going forward with a functional assessment, which would include a strategic plan, survey, and focus groups, instead of a building program assessment. Construction grant money currently has a 3-4 year waitlist for funds and to receive funds a library must have a current (2 years old or less) building plan. For our purposes, it seems to make the most sense to delay a building program/plan to a later date. The Hanson Library has gone through a similar process and Leslie will be speaking with their staff to get more insight.

Leslie would like to set the holiday hours. She would like to be closed all day on Christmas Eve and Christmas Day, close early on New Year's Eve, and closed all day on New Year's Day. The Trustees agree with these hours. One of the self-service touchscreen monitors has met its demise. It cost \$208 to replace. The outside book drop is in extremely poor shape (the bottom is completely rotted/rusted out) and needs to be replaced. The cart within the book drop can be salvaged with new casters. Bob M. motioned and Karla seconded that gift fund money be used to replace the touchscreen monitor and up to \$5,500 of state aid be used to purchase a new book drop at the library director's discretion. There have been stories of so-called First Amendment Auditors filming in public spaces, including libraries.

There is no law against filming in public spaces in Massachusetts so long as these “auditors” don’t disrupt patrons, try to enter staff areas or bathrooms, or incite chaos of some sort. The best course of action seems to be just ignore them and they will leave. The library sign in front of the building is 19 years old and in rough shape. A partial restoration would touch up all of the paint and remove the lichen. The \$1800 cost will be taken from the gift fund.

The next regular meeting will be November 6th, with Karla as recorder. Karla motioned the adjournment of the meeting, Kara seconded. Meeting adjourned at 7:58 pm.

Respectfully submitted,

Kara Peterson