

Holland Public Library

Board of Trustees

Meeting minutes for February 18, 2016

Members present: Peggy Lowell, Lynn Harhay; Jessi McCarthy, Director

The Chairman called the meeting to order at 4:04pm

Old Business

- The minutes of the January meeting were approved by a vote of 2-0.
- Director's report: See attached.
- Building maintenance: Slim's located the septic system and pumped the tank; there were no issues and no bill has been submitted yet.
- Personnel contact sheet: Jessi updated the Library's personnel contact sheet and had a copy for each individual.
- Director's evaluation amendment: The amendment of the evaluation form was signed by Peggy and Lynn and left for Janet's signature; a copy was given to Jessi for her records.
- Long-range Plan: There was a brief and basic discussion of the Library's Long-range Plan; areas of change were noted; Jessi will update the statistics; a review of the updates will occur at the next meeting and objectives will be created.

New Business

- Valentine's program: No Valentine's program was scheduled or held.
- Staffing: It was noted that the Select Board hopes to increase Kelli Robbins hours at Town Hall, which will mean her hours at the Library will decrease or be eliminated; a brief discussion of when and where to post the position was held.
- Vouchers: Vouchers were signed by the Trustees and copies are attached.
- Next meeting: March 17, 2016.
- Adjournment: The chairman adjourned the meeting at 6:22PM.

Minutes submitted by: Lynn Harhay, secretary