

Holland Public Library
Board of Trustees

Meeting Minutes for January 17, 2019

Members Present: Jennifer Gumlaw, Shannon Horn-Eldred, Tracie Scott (Library Director)

The Chairman called the meeting to order at 1:16 pm.

Old Business:

- Minutes for December 20, 2018 meeting approved by a vote of 2-0.
- Director's Report (See attached copy.)
 - Maintenance
 - Removed bunting from exterior of building
 - Outside light over backdoor and overhead light in children's need to be replaced
 - Recent & Upcoming Events
 - Make Snow Lime & Winter Crafts (12/27/2018)
 - Food for Fines ended on 12/29/2018
 - Donated foods will be taken to local food pantry
 - Make Valentine Candle Holders (2/9/2019 @ 12:30pm – 3:30pm)
 - Community Book Club (2/11/2019 @ 1:00pm)
 - Make Sock Snowmen (2/21/2019 @ 2pm – 4:30pm)
 - Babysitting training class (4/18/2019 - 4/19/2019)
 - Staffing
 - Cindi will be away 1/31/2019 – 3/10/2019. Beth will cover her hours.
 - Tracie will be attending the Annual Director Round Table meeting in Charlton on Thursday 1/3/2019. Beth will cover her hours that day.
 - Etc.
 - State Aid to Public Libraries grant received (\$1446.31)
 - Check will be issued from revolving account to cover our portion of the Pilcrow Grant. Deadline to place book order for this grant is 3/1/2019.
 - Annual Town Report – Due 2/18/2019,
 - Finance Board Budget Forms due by 2/1/2019
 - Microwave – need to buy one
 - Website – Tracie update the towns library website; need to request the town remove Lynn's name as a trustee for the library.
- Vouchers: Jen signed all current vouchers.
- Library Budget
 - Finalized Budget; Tracie to write up and submit on our behalf.
- Open Board Position and Candidates
 - Have received a copy of Lynn Harhay's resignation letter.
 - Have spoken with all candidates interested in the open trustee position separately
 - Jen & myself have chosen Bonnie Fancy as our choice for the new trustee position; Shannon will notify the Selectmen of our choice.

New Business:

- Next meeting: February 21st, 2019 @ 1:00 PM.
- Meeting adjourned at 2:16 pm

Minutes Submitted by Shannon Horn-Eldred, Secretary