

## Holland Public Library

### Board of Trustees

Meeting minutes for April 19, 2018

Members present: Jennifer Gumlaw, Lynn Harhay; Tracie Scott, Director

The Chairman called the meeting to order at 1:00PM.

#### Old Business

- The minutes of the February 7, 2018 and March 15, 2018 meetings were approved by a vote of 2-0.
- Director's report: See attached; given Joanie's anxiety over the white fibers that came down from the lighting fixtures, the Board asked Tracie to contact the Board of Health for an asbestos check; Tracie found a log book for fine money and cash and will talk to the Town Accountant about what to do with fine money in the future and also about the remaining money left for use before the end of the fiscal year; Tracie will cover Adrienne's hours until her return from maternity leave; the Board asked Tracie to add her extra hours to her monthly report so it could determine how much of the extra funds were being used.
- Vouchers: Jennifer signed vouchers for Baker and Taylor, Verizon and Mike's Cleaning.
- Building process: Lynn provided the Board members and Tracie a copy of the minutes from Laura Stara's visit to Holland that outline the process.
- Library Board E-mail: This e-mail is now working.
- Library policies: Lynn provided the Board and Tracie with copies of the two policies that she had in the minutes and will check for others; Tracie will determine what other policies need to be addressed.
- Long-range plan: This plan was updated and Tracie will place a copy in a safe place.
- Mission statement: The statement was revised recently and should be on display at the Library; Tracie will look for a copy.

#### New Business

- Kate Frohn: Tracie will have Joanie look for the garden stake; the Board and Tracie will plan a small celebration for Kate when she returns to Holland.
- Invitation to Jack Keogh: Lynn will contact Jack and invite him to our next meeting to answer questions we have about our current location and the Community Center location for a new building; a special meeting will be scheduled if he cannot attend our next meeting on May 17.

- Other Boards' agendas for the Library: The Board and Tracie discussed the merits of other locations for a new building and what the Planning Board and Select Board feel should be the Library's next move; it was determined that only the Library Board, with the help of the MBLC, and no other would choose a location for us.
- Next meeting: May 17, 2018.
- The Chairman adjourned the meeting at 2:14PM.

Minutes submitted by: Lynn Harhay, secretary