

Holland Public Library

Board of Trustees

Meeting minutes for May 17, 2018

Members present: Jennifer Gumlaw, Lynn Harhay, Shannon Horn-Eldred; Tracie Scott, Director

The Chairman called the meeting to order at 12:59PM.

Old Business

- The minutes of the April 19, 2018 meeting were approved by a vote of 3-0.
- Director's report: See attached; the Board approved an expenditure for a roof inspection due to other tiles that appear to be loose; the Board approved moving one cabinet from the bathroom to the shed for handicap accessibility; plans were made for set-up for the book sale in the Town Hall Community Room; Tracie worked with Linda Blodgett and the Town Accountant to understand all the Library's accounts and their current balances; Lynn provided an older copy of the names of the Library's accounts.
- Vouchers: Jennifer signed the current vouchers.
- Building process: The Board asked Tracie to contact Lauren Stara of the MBLC to arrange for a visit from her to discuss the building process; it is hoped that she can bring a list of consultants for the Board to consider.
- Library Policies: Discussion of the 'Volunteer' and 'Use of Materials' policies was tabled until the next meeting to give Board members time to review those two policies and to email possible changes before approving them; Tracie will search for examples of employee policies.
- Long-range plan: Both Jen and Tracie found copies of the Long-range plan.
- Mission statement: Tracie found our mission statement on our website; she will email it to Board members for review.
- Kate Frohn celebration: Tracie will ask Kate to stop by for a thank-you for her gardening work; the date will be determined via email.

New Business

- Information from the Building Commissioner: Lynn met with Jack Keogh to discuss several sites for a new library or an addition to the current one; he showed her a map of the current Library's location and Assessor JoAnne Higgins made copies to show the unused road between the Library and the Church and how set-backs would look; the next stop was to Executive Secretary Kelli Robbins who researched the road and suggested a discussion with Town Clerk Sharon Ashleigh to determine if it was officially abandoned; before Lynn could contact Sharon, she emailed with information that the road used to be town-owned but it was voted by Town

meeting on May 5, 1979 to close the road; the question at that point was whether 'closed' is the same as 'officially abandoned;' it will take Town Counsel's determination to decide that; Jack Keogh also said that he thought the Community Center's leach field was behind the building which would leave the field to the right of the building free for development; he also said that the area to the left of the road leading to the Center might be a possibility for building as it was in the plans years ago to build low-income housing there.

- Next meeting: June 21, 2018.
- The Chairman adjourned the meeting at 1:59PM.

Minutes submitted by: Lynn Harhay, secretary