

Holland Public Library

Board of Trustees

Meeting minutes for May 19, 2016

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

The Chairman called the meeting to order at 3:57PM.

Old Business

- The minutes of the April 21, 2016 meeting were approved by a vote of 2-0.
- Director's report: See attached.
- Staffing update: Kelli has tendered her resignation; she has agreed to work until July 1; a job description is ready to be posted.
- Building maintenance: Lynn will contact Michael Thibeault about doing the "Behind the Building" garden project if the Library's budget is approved at Town Meeting.
- Long-range Plan update: Jessi is working on securing the numbers for the report.
- Privacy procedures and Security: Jessi went over the security policy with Joanie.
- Janet's absences: Peggy has not heard back from the letter that was sent; she will send it again certified mail; Lynn will find out the process for a recall.

New Business

- Trash pick-up: Jessi was informed verbally that the Library would now be responsible for its share of the Town Hall trash contract; the amount would be \$28.55 per month; it was decided that Jessi would contact the Selectmen for a formal written notification.
- Printer: The patron printer is not working; one of the police officers stopped in during the meeting to see if he could determine what was wrong; it will need more work.
- Mulch: Kate Frohn would like mulch for the gardens around the Library; it was determined that she could get it from the brush dump.
- Cultural Council grant: The Library received a Cultural Council grant for Summer Reading; it will be used at the end of July and in early August for "Ready, Set, Read."
- Bikes on bike rack: Two bikes have been abandoned on the Library's bike rack; Jessi will post on Facebook for removal.
- Vouchers: See attached.
- Next meeting: June 16, 2016.
- Adjournment: The Chairman adjourned the meeting at 4:52PM.

Minutes submitted by: Lynn Harhay, secretary