

Holland Public Library

Board of Trustees

Meeting minutes for April 21, 2016

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

The Chairman called the meeting to order at 4:11PM.

Old Business

- The minutes of the February meeting were approved by a vote of 2-0.
- Director's report: See attached.
- Staffing updates: Cindi will cover Jessi's Tuesday shift during Jessi's absences in May and July; Jessi has drafted a job posting in the event that Kelli's hours with the Select Board increase after the Annual Town Meeting.
- Long-range Plan updates: No work was done on the plan.
- Building: As we continue with our building process, we need to keep in mind that the Police Department is also starting a building process for a larger space.

New Business

- Lig-Meg Grant: The second installment of the Lig-Meg Grant in the amount of \$1449.20 was received.
- Library's table and chairs: The Select Board would like to take the Library's table and chairs for its office in return for the funds to purchase a new table and chairs; Jessi will research possibilities for our space.
- Security Policy: The Board needs to revisit the security policy and then let Joanie and Cindi know how to deal with security breaches.
- Letter to Janet Mullins: Peggy crafted a letter to Janet requesting her resignation due to absences since October 2015; the letter will be sent to her Post Office box.
- Yard work: Since the septic tank has already been cleaned, that money, if voted at Annual Town Meeting, can be put toward other projects in the new fiscal year; options include power-washing the exterior of the building or landscaping the area near the ramp.
- Vouchers: See attached.
- Next meeting: May 19, 2016.
- Adjournment: The chairman adjourned the meeting at 5:02PM.

Minutes submitted by: Lynn Harhay, secretary