

Holliston Public Library Board of Trustees – Minutes from 12/16/2009

Present: Jim Pond, Pat Fuller, Bill Heuer, Nancy Baron, and Laraine Worby.

Also Present: Leslie McDonnell, Library Director

Minutes: Pat motioned to accept the minutes of the November meeting, Laraine seconded, all in favor.

Director's Report:

1. Beth Hoffer photos were displayed in the Gilman Room.
2. Ten people attended the 11/17 History Book Club.
3. The Medway Library has regained its certification; the notes in our records regarding their borrowing privileges have been removed.
4. *Mudbound* (Hillary Jordon) has been selected for the 2010 One Book/One Holliston.
5. The septic tank pumps and electrical panel failure necessitated replacements. Leslie has met with the Finance Committee to request a reserve fund transfer the cost. The amount was originally estimated to be eight thousand, but work has been completed at a cost of slightly more than six thousand.
6. The new phone system is partially installed, with some equipment that did not work. The installation should be complete by the first of the year.
7. The self check out system is installed; some cabling work is still needed.
8. Budget 2010: The formal Guideline has still not been released; the expectation is early February. Town revenue has decreased more than 100K.
9. New ethics law: Requires all town employees as well as board members (including trustees of the Library) to a) take a online ethics test by April 2, 2010 then every two years, and b) acknowledge by 12/28/2009 receipt of an email from the Town Clerk regarding the ethics law and its requirements. Leslie will forward the email again to all of the Trustees.
10. Leslie reported that all employees' comp time will be used by the end of December. This exhausts all surplus comp time accrued prior to the Trustees changing the policy.
11. Jennifer is out on family medical leave.

Old Business:

1. Library Five Year Plan: Bob Malone, former CFO of Red Cross, was mentioned as a possible participant. A patron survey will possibly be part of the plan again. The trustees will discuss the Five Year Plan more in next month's meeting.

Friends Update:

1. Fall fair went great, 10 – 15 new members.
2. Book Angels has raised \$2,500 in the last five months for the Friends.
3. The Shaws program netted \$525
4. The Friends have proposed to spend most of what monies they bring in (\$25-30K).
5. The Friends will be sending email reminders about the Amazon link on our library site.

New Business:

1. Leslie raised the question of changing our policy to permit renewing DVDs (current policy is a rental period of two weeks), since there appears to be a patron interest in doing this. Laraine motioned for a vote, Pat seconded, the Trustees voted to change the policy, with Bill voting nay.
2. A Volunteer Recognition Night will be held on March 24th, 6:30, with Trustees encouraged to attend. Books will be purchased from budget for each volunteer, food served. Fifteen to Twenty volunteers are expected this year.
3. Laraine mentioned a Flickr page that the Framingham Library has set up and linked to from their web site. The Flickr photo archive features historical photos of Framingham, including its libraries. This prompted a discussion about a possible similar link from the Holliston library site, also a general discussion about Holliston historical documents, including possibly digitizing them as a goal within the Five Year Plan.

4. The library will be closed Christmas Eve, Christmas Day, will close at 2 pm on New Years Eve, will be closed New Years Day.

Laraine motioned to adjourn, Bill seconded.

Next Meeting Date: Wednesday, 1/13/2010 at 7pm.