

Holliston Public Library Board of Trustees – Minutes from February 16, 2011

Present: Jim Pond, Pat Fuller, Nancy Baron, Cathy Soucy, Phil Waterman

Also Present: Leslie McDonnell, Library Director

Minutes: Jim motioned to accept the minutes of the January 19 meeting as written, Nancy seconded, all in favor.

Director's Report:

1. FinCom meeting: Leslie reported presenting the library level-funded budget plan to FinCom. FinCom questioned two areas, Energy Costs and Building Costs (implied they were perhaps underestimated). Leslie believes we can show a reduction in energy costs to support the estimate. The lower building costs are tougher to argue. FinCom also asked Leslie "what would you do if you had to take funds out of salaries" to meet additional non-salary budget needs. (We would have to cut employee hours). Leslie also made FinCom aware of the need to repair or replace the eave portion of the library roof (some members of FinCom were under the impression that the roof had been completely replaced). Leslie told FinCom that she has gotten one estimate for repair of \$3,500/replace \$60-100K, and mentioned we can get further estimates in the spring.
2. Leslie has not received any further communications from FinCom since the meeting.
3. The Simmons College intern has begun cataloging the local history collection.
4. The local author's day was successful with more than 25 patrons attending.
5. Leslie has completed staff evaluations.
6. Leslie has been asked to serve a third year on the Minuteman executive board (a normal term is two years). This is an additional 2 ½ hour commitment per month for Leslie.

New Business:

1. Nancy and Leslie met with the Holliston Historical Society, the Congregational Church, and Town Hall to study town historical collections, discuss digitalization, sharing of resources including linking to collections from various websites. The Holliston Historical Society has a large collection, the Congregational Church also has a large collection but much of it is unidentified. It's unclear so far what parts of these collections would meet the needs of our patrons. The group will meet again in early March.
2. Another UPS died; Leslie will replace for approximately \$68.
3. Leslie received a letter from the Board of Library Commissioners, granting a waiver for the FY 2011 MAR, certifying the library for FY 2011 state aid. We will get the state aid in two payments, early March and then the last quarter of FY 2011, with a total of approximately \$12,500.
4. Leslie anticipates some residual building funds and recommended they be applied to windows in May (haven't been cleaned in three years), also towards cleaning blinds later in the year (haven't been cleaned in > three years).

Friends Update:

1. Stephen Puleo will be coming back as part of the local author's series.
2. Friends are continuing the family game nights on Thursdays (2/24 and 3/24)
3. The T shirt fundraiser is being planned again.

Phil motioned to adjourn, Pat seconded, the meeting concluded at 8:10 pm

Next Meeting Date: Wednesday March 16 at 7pm.

Respectfully submitted,

Jim Pond

