

Minutes of Holliston Public Library Board of Trustees Meeting – Sept 10, 2014

Present: Bill Heuer, Cathy Soucy, Pat Fuller, Phil Waterman, Jim Pond and Nancy Baron. Also present Leslie McDonnell, Library Director.

Nancy moved to accept the minutes from the meeting of June 11, 2014. Pat seconded, all in favor.

- 1. Policies and Procedures** . The food and drink policy is being dropped. Recent library procedure has been to allow but not promote it. There have not been any problems with patrons in this regard.

Policy additions/changes per Leslie's recommendations:

Cathy proposed that proper ID can be accepted one time if card isn't present. Future incidents would require a replacement card purchase for \$1. Nancy seconded. All in favor.

Nancy proposed that patron whose card is blocked may use another family member card (library really doesn't know). Phil seconded. All in favor.

Pat proposed that the new iPad Borrowing Agreement be accepted. Nancy seconded. All in favor.

Nancy proposed that seasonal borrowing in the juvenile section be limited to 3 books to allow fair access for all patrons. Jim seconded. All in favor.

- 2. Director's Evaluation** . Phil will finish the evaluation prior to next meeting.
- 3. Exterior Paint** . Leslie believes that the paint estimate may be in the \$20k range. Will get an estimate from Connor Bros. Will need 3 estimates. Will check on the details on the Town Hall painting. Will try to have quotes for Town Mtg.
- 4. Door Sealant** . Folan will be doing the work on the door.
- 5. Saturdays** . The Trustees agreed with Leslie's recommendation to utilize \$1297 from the increase in state aid to open the library an hour earlier (9am) on Saturdays from September through June.
- 6. Stroll** . The Trustees agreed to close the library at 4pm on the day of the annual Stroll (rather than 7pm) for safety reasons (ensuring that only one staff member would not be alone in the library after dark).

7. **Summer A/C Issue** . HVAC experts finally took Leslie's advice and agreed to check the sensor which resolved the problem.
8. **Friends Update**. Will ask FOL to purchase new magnets to reflect Sat schedule.
9. **Other business** . Leslie is looking for someone to give us a painting estimate.
10. **Next Meeting**: Oct 8 at 7pm in the Gilman Room.

Nancy motioned to adjourn, Cathy seconded. All in favor. Meeting adjourned at 8:28pm.

Respectfully submitted,

Bill Heuer