

**Holliston Public Library Board of Trustees  
Minutes from the November 12, 2014 Meeting**

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

**Minutes:** Jim motioned to accept the minutes from the October 8, 2014 meeting; Cathy seconded; all in favor.

**Director's Report:**

1. At Town Meeting in October, \$15,000 was approved for painting the exterior of the library. In the spring, the painting job will go out to bid, and three quotes from painting companies will be obtained.
2. The Finance Committee has requested further information on the library's anticipated capital improvement needs.
3. A discussion was held regarding the TD Bank Affinity Program. Ideas were shared about how to get the word out to patrons that have existing accounts with TD Bank or will open new accounts that simply affiliating with the HPL will help fund important library needs not covered in the town budget.
4. Thoughts were shared about the recent passing of librarian Fran Hollister, and the many ways in which she'll be missed.
5. The HPL's new 9am opening on Saturdays has been well received and is beginning to catch on with patrons.
6. A discussion was held regarding emailed courtesy reminders to patrons for due dates for borrowed materials. Trustees agreed that the function of the reminders is just that - a courtesy - and non-receipt of a reminder doesn't absolve patrons from the responsibility of keeping track of their own due dates and returning their materials on time.
7. The problem of insufficient funds on checks by patrons to purchase zoo tickets was addressed, with ideas proposed to avoid this problem in the future.
8. After the holiday season, a 5-Year Plan Committee will be formed for the HPL. The current plan will be 5 years old in 2015.

**Next Meeting Date:** Wednesday, December 10, 2014 at 7pm.

**Adjournment:** Nancy motioned to adjourn; Pat seconded; all in favor. Meeting adjourned at 8:15.

Respectfully submitted, Cathy Soucy