

Holliston Board of Library Trustees  
Minutes of the Regular Monthly Meeting  
November 8, 2017

Members Present:	Bob Ostrow (chair), Nancy Baron, Bill Heuer, Bob Malone
Members Absent:	Jim Pond
Staff Present:	Leslie McDonnell, Tracy Alexander
Guests Present:	Karla Alfred

Bob O. called the meeting to order at 7:04P.M. A quorum was present.

Approval of the minutes of the October meeting was moved by Bob M., seconded by Nancy, and voted unanimously.

Tracey Alexander reported on the receipt of a YMCA Coordinated Family Community Engagement Grant provided to Holliston, Hopkinton, and Ashland through the Executive Office of Education. It will be effective for the period January to June 2018, with the objectives of promoting child development, strengthening families, and bolstering school readiness. Tracy also reported on many successes in the area of children's library activities.

Leslie introduced our guest, Karla Alfred, as a candidate for the open position on the Board. Karla had sent a letter expressing her interest in serving, and was invited to share a bit about her background and interest. After lively discussion, Karla's appointment to the Board through joint action with the Board of Selectmen was moved (Nancy) and seconded (Bill), and voted unanimously. Leslie was asked to arrange with Jeff Ritter for a joint meeting with the Board of Selectmen to act on Karla's appointment.

Lelsie presented the Director's report. She first highlighted the building improvements from the Holliston Green Community Grant, and the success of the cooking demonstration program. A visit to the Lexington Library was discussed, with specific comments that the children's section of the Holliston Library was the equal of Lexington, and that the common area of the Lexington library could be used for public gatherings.

Leslie and Bob O. met with Jeff Ritter and Sue Nersessian (Finance Committee member) to discuss the roof and A/C bid work. They also discussed the savings noted from the new boiler, the need for a town-wide building management position, and the need for a mason to review the concrete triangle over the entrance.

Leslie will also obtain a quote for installation of a door on the magazine room.

The Friends-supported concert has had a falling off in attendance, perhaps due to the timing (seasonal). Continuation of the series will be discussed.

A staff member who is out on sick leave continues to face challenges. She has sick bank days available through Christmas. After the first of the new year there will have to be some discussion as to how we may proceed. Leslie has taken measures to lessen the impact on the personnel budget.

The fifth draft of proposed Library Board of Trustees by-laws was approved, and Leslie will submit them to Jeff Ritter for review and approval by the Board of Selectmen.

The beginning of the process for the FY 2019 budget was discussed. Budget guidelines are expected from FinCom after the first of the year, but chances of any kind of reasonable increment in budgets is sanguine. There will be some changes in budget presentation for items currently expected to be funded by Friends of the Library.

Adjournment of the meeting was moved (Nancy) seconded (Bob M.) and voted unanimously. The meeting adjourned at 8:50PM.

The next meeting of the Board will be Wednesday, December 13 at 7:00PM. Bob O. will be the recorder.

Respectfully submitted,

Kevin Robert Malone