

## Holliston Board of Library Trustees

### Minutes of the Monthly Meeting

September 5, 2018 M

Members Present: Karla Alfred, Bob Malone, Bob Ostrow, Jim Pond, Nancy Baron, Kara Peterson Staff Present: Leslie McDonnell, Director Bob M. called the meeting to order at 7:03P.M. A quorum was present.

Approval of the minutes of the July 12, 2018 meeting was moved by Karla, seconded by Nancy, and voted unanimously. Mike Flarity worked on the roofing plan. Due to the harness necessary for fixing the roof, some water damage was caused to the interior of the library. Book loss was minimal. Aulson will cover painting repair to the Bourne Room, either by supplying a painter or reimbursing the library for using their own in-town painter. Initially, the air conditioning unit would not turn on for Martell. The unit was in working order from May until the beginning of July. A severe leak was diagnosed, and the unit was refilled with \$4,300 of coolant, which should last the remaining of the season. The bill was paid from the budget. HVAC will be down for one week as soon as the ordered condenser arrives. After that, the air conditioner can be replaced around the end of September. Once the old unit is removed, the roofers will return to fix the space under the current unit, fix the downspout, and install heating coils over the Children's Room entrance before installing the new unit is placed.

Leslie handled a patron issue. The old stonework is priority in the capital plan. An estimate is needed for the front steps. Updating carpet and paint is priority for the next few years. New industrial routers will be installed in the next month or two in conjunction with a router overhaul for all municipal buildings in Holliston. Leslie is requesting \$1000 of state aid be allocated to the children's programming. The funds would go towards repetitive, series programming, like Baby Sign classes and increase the number of smaller, stand-alone programs offered. The Trustees have requested a more detailed plan, to be reviewed at the October 2018 meeting. YMCA kids will be restarting visits on September 17, 2018.

The library will be closed December 23-25 and January 1, 2019. December 31 hours will be 10am-1pm. Due to scheduling conflicts, the December Board of Trustee meeting has been cancelled. Shelving for the Children's Room has been ordered and should arrive by October. The Veterans will take the display case. The water fountain broke and was removed over the summer. The Friends clothing drive will take place on October 20. A truck has been secured by Bob O., courtesy of New England Pack and Ship. The Friends will have a booth at Celebrate Holliston. A pull-down screen will be installed in the Gillman Room. The lighting project is nearing a close. An automatic light will be installed in the downstairs bathroom. An automatic light has been installed in the Director's Office.

The next Trustee meeting will be held on October 3, 2018. Nancy is scheduled to record. Adjournment of the meeting was moved (Nancy) and seconded (Bob M.) and voted unanimously.

The meeting adjourned at 8:33 PM.

Respectfully Submitted,

Karla M. Alfred