

Holliston Board of Library Trustees
Minutes of the Regular Monthly Meeting
March 6, 2019

Members present: Karla Alfred, Nancy Baron, Bob Malone, Bob Ostrow, Kara Peterson, Jim Pond

Staff present: Leslie McDonnell, Director

Guests present: Yvonne Cain, Publisher, Holliston Reporter

Bob M. called the meeting to order at 7:02 p.m. A quorum was present.

Approval of the minutes of the February 6th regular meeting was moved by Nancy and seconded by Kara, all in favor.

Leslie submitted the Children's room report for February from Tracy Alexander. Children and family events continue to be popular, even with the use of alternate locations due to the ongoing closure/construction at the library. The family game night, held at Town Hall, was attended by approximately 30 people. Because of the limited available space at the library currently, the overnight program and Dr. Suess's birthday party have been postponed. Many locations in town have been very accommodating in hosting library programs and Leslie has been in contact with Temple Beth Torah as another alternative site for programs.

Leslie submitted her Director's report for February. She stated that the Tech Teaching sessions at the Senior Center continue to be extremely popular.

The repair of the roof trusses continues to be an ongoing project. At the beginning of the repair process, a hole was cut in the 3rd floor ceiling and a plumb line run to monitor ceiling/truss movement. There has been minimal continued movement of the ceiling. Electric and HVAC have been evaluated and EVERYTHING (books, shelves, ceiling, lights, ducts, etc.) on the third floor will have to be removed to complete the repairs. Everything on the fiction side of the second floor will need to be removed. All items will be moved to a storage pod that will be located in the public parking lot by the fire station.

Every Friday, a progress report from all involved with the repairs will be given to the town/library director. The first report will be given on March 8th, which will include a timeline of repairs. It is likely that the plastic sheeting will be replaced with a temporary plywood wall to minimize noise and dust in the open portion of the library. The engineer requested the rearrangement of some of the scaffolding. Once the repairs are started at the library, they will not be interrupted. At this point in time, full re-opening of the library is unlikely before June or July.

The replacing of the HVAC piping to connect the new air conditioning unit has not yet been remedied or timeline of repairs decided.

On March 12th, Leslie will be attending a workshop sponsored by the Office of the Inspector General titled "The Story of a Building". It covers the process of the building of the new Stoughton library, from initial planning to completion of construction.

Leslie has spoken to three library consultants- Mary Spencer, Ruth Cole, and Tom Jewell- and all agree that a planning survey should not cost the town more than \$10,000.

The Board of Selectmen has requested Leslie and a few trustees to attend their next meeting, potentially to discuss the warrant article requesting funding for the planning survey. Leslie will bring an example of a survey to show them exactly what it entails.

The 2020 budget with the changes to the cataloguer position has been submitted with no response or request for changes.

Leslie has contacted a contractor about replacing the ceiling in the new meeting room. Those she's spoken to agree that the ceiling type in that room is extremely difficult to maintain and replace.

The internal bookdrop, while great in theory, is problematic in reality. It would require a fireproof closet with sprinklers and extra monitoring, assuming our insurance company would approve it. There is a library in New Marlborough that burned down when an incendiary device was dropped in their internal book drop. A new 38 inch (same size as our current bookdrop to continue to utilize the same interior cart) exterior bookdrop is probably the library's best option, at the approximate cost of \$4-5,000.

The Friends of the Holliston Public Library has purchased the pre-owned meeting chairs/dollies and they will be delivered on March 7th. The Friends would like to replace the reading chair in the children's room with a more comfortably padded one and dedicate a "reading corner" to the late former Holliston children's librarian, Paula Sharaga. The Friends are sponsoring a staff appreciation event on April 5th at The Hot Pigeon, where the staff will be decorating scarves. At the event, Leslie will be presenting the four employees who have been on staff over 20 years with small, book-themed jewelry keepsakes. On May 4th, the Friends will be hosting a clothing/soft goods drive.

Nancy motioned to adjourn the meeting, seconded by Jim. Meeting adjourned at 7:57 p.m. The next regular meeting will be April 3rd at 7:00 p.m.

Respectfully submitted,
Kara Peterson