

Holliston Board of Library Trustees  
Minutes of the Regular Monthly Meeting  
April 3, 2019

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

Staff present: Leslie McDonnell, Director

Guests present: Kristy Wiwczar

Bob M. called the meeting to order at 7:05 p.m. A quorum was present.

Approval of the minutes of the March 6, 2019 regular meeting was moved by Nancy and seconded by Jim, all in favor.

Director's Report was presented by Leslie. Michele Hamilton, the current cataloger, will retire in May. There are currently two applicants for the cataloger position.

The Friends have set up a memorial fund to purchase a new chair for the play area in honor of Paula Sharaga. Four 20+ year staff members were honored at the staff party.

One more day pack-out on third floor - second floor is packed up and third floor is moved to second. Children's room is closed with exception to the desk due to added supports. Light fixtures on the third floor will need to be replaced. Smoke detectors on the third floor will be disconnected on the third floor. HVAC & ductwork. April 22 - May 1 actual repairs of trusses. The main desk may need to be shut down while the ceiling is closed up and pipes are being replaced; the library will operate out of the Children's Desk. The full Children's Library has the potential to open one month ahead of the Main Library. Leslie will attempt to have the gas bill to collect reimbursement from the insurance company. We may need to have a fire watch appointed while the new pipes are installed, particularly without working smoke detectors on the third floor.

Leslie attended "Story of a Building" in Stoughton. The takeaways were that contractors make or break a library project, and that a non-bias project manager/consultant is necessary for a successful build.

Paul Whiting will be visiting on April 4 to look at and price out a replacement drop ceiling.

Friends report was presented by Leslie. Book sales are about to change dramatically. The box at Holliston Oil is closed. Emily will accept a small donation at the library (two boxes or two bags per person, per day) to pilot an in-house donation, storage, and sale. The book sale averages \$6,000.00 annually. Savers fundraiser will be held May 1-4, with donations brought to Savers on May 4. The Friends are working on restructuring the way we recruit Friends of the Library. The demographic of donors is largely older families, while the majority of donations benefits children's programming.

Leslie presented the Children's Room report, submitted by Tracy Alexander. The community continues to be accommodating in hosting Children's events while the library spaces are under repair.

Jim motioned to adjourn the meeting, seconded by Nancy. Meeting adjourned at 8:01 p.m. The next regular meeting will be May 1 at 7:00 p.m. Nancy is scheduled to record.

Respectfully submitted,  
Karla Alfred