

Holliston Board of Library Trustees  
Minutes of the Annual Meeting  
June 3, 2020

By Zoom 892 2417 8734 passcode 13579

Members Present by roll call: Karla Alfred, Bob Malone, Bob Ostrow, Kara Peterson,  
Kristy Wiwczar

Staff Present by roll call : Leslie McDonnell, Director

Others by remote: Chris Meo, Yvette Cain (Holliston Reporter)

Bob Malone called the meeting to order at 7:02PM.

Bob Malone read the statement regarding the suspension of certain provisions of the Open Meeting Law and the authorized use of remote participation. He noted that a roll call of attendance will be taken; that all votes during the meeting will be by roll call (to satisfy the legalities of teleconferencing), and that any motions, seconds, or discussion should be preceded by the member's announcing their name.

The minutes of the meeting of May 6, 2020 were reviewed. Leslie offered a correction and will insert the names of the Long Range Plan Committee participants. With these corrections, the minutes were approved unanimously by roll call vote (Bob O. moved, Karla seconded).

The next item on the agenda was the description by Leslie of the process for approval of the one-twelfth budget for the library for the month of July, 2020, by the Select Board. The only situation that needed to be noted is that Minuteman dues are usually paid in July, and the one-twelfth budget would not accommodate that. Accordingly, we will hold on that payment until the regular budget is engaged. As the one-twelfth budget was prepared and approved by the Select Board, no vote was required by the Trustees.

Next the Trustees had a brief discussion about the re-ordered and re-named Space Plan prepared by the consultant. The report was approved unanimously by roll call vote (motioned by Karla, seconded by Kara), and Leslie was instructed to forward copies of the report to members of the Select Board, cc to Jeff Ritter, and post it on the library web site.

It was agreed that election of officers should be postponed until the next meeting after the rescheduled Town election, with current officers continuing to serve until then. Accordingly, the election of officers for 2020/2021 will be held at the September 2 meeting. That action was voted unanimously (Karla motioned, Bob O. seconded).

Leslie reported that Friends of the Library have supported “book bundles”, which are very popular. They are groups of like books bundled together in groups of five. The Friends also have supported the purchase of “Event Keeper” software, which makes zoom meetings safer.

Regarding Children’s Room activities, craft bags continue to be very popular, and Jenn has spent some available time reorganizing and cleaning the Children’s area.

Leslie then reported on library activity. Curbside service has been very well received, and ‘contactless’ home delivery has been promoted. Interlibrary delivery has not yet resumed, so selections are limited to the Holliston library collection, but activity has been brisk. Full reopening will be planned with guidance from town officials.

The ex-TD bank building has been purchased by a dental practice, so parking spaces will become an issue. If the handicap space behind the library is inaccessible, we will have to consider asking the Town to mark a space (location TBD) for handicap parking.

Holliston’s facilities manager has visited several times, and there is a possibility that the installation of automatic thermostats will greatly aid the heating/cooling system. More investigation will be forthcoming. Capital needs for painting and carpeting may have to be moved to the fall Town Meeting due to town financial constraints.

Leslie noted that the Fourth of July holiday falls on Saturday this year. Since the library has to be closed on the actual day, she has proposed that the library be open a half day July 3, from 10A to 2P, then closed Saturday 4 and Sunday 5. There was agreement with and support for this plan.

The meeting was adjourned at 7:46PM on unanimous vote (Bob. O. motion, Karla second). As there are traditionally no meetings in July and August, the next scheduled meeting will be September 2, 2020.

Respectfully submitted,

Kevin Robert Malone  
June 9, 2020