

Holliston Library Board of Trustees
Minutes for the January 6, 2021 Meeting

Attendees: Leslie McDonnell, Kara Peterson, Karla Alfred, Bob Malone, Nancy Baron, Yvette Cain, Chris Meo

Meeting called to order at 7:00pm by Nancy Baron. Statement of Governor's suspension of specific OML provisions for remote participation read.

Minutes Approval:

Minutes from Dec. 2, 2020 have an error - motion seconded by "Karla Peterson" amended to "Kara Peterson"

Motion to approve minutes from Dec. 2, 2020 minutes as amended by Bob Malone, seconded by Kristy Wiwczar. Passed unanimously.

Dec. 7, 2020 minutes by Bob Malone, seconded by Karla Alfred. Approved unanimously.

Librarian Report:

- LEGO club was dropped because of low/no attendance.
- Ornament workshop was a success.
- Town meeting passed all capital needs expenses.
- Jen Carlson accepted the position of Children's Librarian.
- Curbside pick-up has been well-received.
- 1% retroactive raises have been issued to non-union town employees.
- Plastic room dividers have been ordered with CAREs Act money. These will help keep patrons safe during curbside pickup and useful after COVID.
- Cyber security training is complete and was very informative.
- Pump for the boiler is still on backorder.

Building Update:

The library is tough to wire for security cameras. Proposed to have 4 cameras at each entrance (also near the bathroom hallways) for a total of 8 cameras. Without an electrician, the cost would be about \$1,000.00. Outdoor cameras are difficult because of the brick.

Software will record up to 1 year of footage. Live footage can be monitored. Chris Meo proposes 5 installed with three additional for expansion as needed.

Motion made to approve the spending of \$1,100.00 from State Aid to Libraries Fund for 8 indoor cameras made by Karla Alfred. Seconded by Kara Peterson. Passed unanimously.

Operations:

Director's evaluation is slated to be complete by the end of next week, so that Leslie may review with Travis. Nancy will compile and complete the Trustees' review over the next few days.

Meeting with the Finance Committee is February 23 at 7:35pm, giving time to receive guideline and work budget around that. We have not had any huge cost changes. Minuteman has remained relatively flat. Level service in place.

We are still fine-free indefinitely. The staff and board still supports fine-free borrowing.

A person has been offered the tech position. If she accepts, the library will be back at full staff again.

The phone lines and curbside have been busy all day. Patrons are using the library!
The library worked with the Adams Middle School library to issue library cards to students without cards. Students are using Overdrive and checking out books from HPL to pick up at school.

Ted Reinstein (Chronicle) is doing a zoom presentation at 7pm tomorrow evening in conjunction with two other local libraries. Library zoom presentations have been well-attended.

Motion to adjourn at 7:50pm by Bob Malone. Seconded by Kristy Wiwczar. Approved unanimously.

Respectfully submitted,

Karla Alfred