

**Holliston Board of Library Trustees Minutes of the Regular Monthly Meeting  
February 3, 2021  
By Zoom 985 1578 1854 passcode BThfx9**

**Members present by roll call:** Karla Alfred, Nancy Baron, Bob Ostrow, Kara Peterson, Kristy Wiwczar

**Staff present by roll call:** Leslie McDonnell, Director

**Others by remote:** Yvette Cain (Holliston Reporter)

Nancy Baron called the meeting to order at 7:02 pm.

Nancy read the statement regarding the suspension of certain provisions of the Open Meeting Law and the authorized use of remote participation. She 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 January 6, 2021 meeting were reviewed and approved unanimously by roll call vote (Karla Alfred moved, Kara Peterson seconded) with minor amendments (grammar and name correction).

Librarian's Report- Zoom storytime is going well for the Children's room but Lego Club and Coffee Time have both been suspended at this time due to lack of participation. Virtual adult programs have been fairly well-attended with 45 virtual attendees at the Ted Reinstein program and 35 attending Roberta Weiner's meditation program. Bonnie Conroy has been hired as the new part-time technician. Leslie McDonnell's evaluation and self-evaluation have been completed and Leslie is in the process of weeding the physical non-print collections (cds, dvds, audiobooks). There is currently \$4,536.07 in the gift account.

Building/Operations- Bids are out for the new carpet squares for the both the Library and Senior Center to maximize savings. Masons have been evaluating the front stonework but there are no plans to undergo any repairs until warmer weather arrives. Covid numbers have the town back down to the yellow zone. For now, the Library will remain for curbside/delivery service only, like many other local towns, and will re-evaluate as numbers hopefully go down. A third table has been added to curbside pickup and the Library is in need of bags for packaging pick up requests. The old TD Bank building has been purchased by Holliston Dental Associates. Leslie has spoken to them and they are okay with Library patrons continuing to use the parking spots directly adjacent to the Library building. Because they do not plan on moving into the building until May, they will not be plowing those spots or the drive thru. The little white building on the other side of the library has been leased/purchased by Jenson Sheehan Insurance. The security cameras have arrived and Chris Meo (technology director)

plans to install them shortly. The new website is ready to be customized and uploaded. The new site will be ADA compliant, with the ability to “speak” to the visually impaired.

Budget- Budget guideline is level service. The Library’s budget is \$4,000 over the guideline due to an increase in the “miscellaneous” line as requested by James Keast, town facilities director, and a requested increase in the “books” line due to increased demand for and associated cost of electronic books, which have become even more popular during the pandemic. Publishers are allowing more metered-access for ebooks no than pre-Covid but it is still expensive for a small library like ours. Holliston only Advantage ebooks account for about \$12, 000 and Hoopla costs approximately \$6, 000 a year. 16% of the overall budget must be spent on books to maintain the Library’s certification. Bob Ostrow motioned to accept the budget as presented, Karla Alfred seconded, approved unanimously by roll call vote. The budget meeting with the Finance Committee is February 23.

Friends of the Library- the Friends are holding steady. They received a \$500 donation from a town resident which was matched by his employer, Dell, for a total of \$1000. An additional \$1000 was given by a local family foundation.

Motion to adjourn at 7:43 pm was made by Kara Peterson, seconded by Kristy Wiwczar, approved unanimously by roll call vote. The next scheduled meeting is March 3, 2021 at 7:00 pm.

Respectfully submitted,  
Kara Peterson