

**Holliston Board of Library Trustees Minutes of the Regular Monthly Meeting  
June 2, 2021**

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

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

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

Nancy Baron called the meeting to order at 7:01 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.

**1. Approval of minutes from May 5, 2021**

Kara Peterson moved to accept minutes from May 5, 2021 and Bob Ostrow seconded. Passed unanimously.

**2. Reorganizations of chair positions:**

Nancy Baron nominated Karla Alfred to chair. Bob Ostrow seconded the motion and passed unanimously.

Bob Malone nominated [Kara Peterson](#) to vice chair. Nancy Baron seconded the motion and passed unanimously.

**3. Librarian's Report:**

Leslie and Jen attended many virtual meetings/workshops (see Librarian's Report). Most notable were the small libraries chat attended by Leslie and the Young Adult conference and tech planning attended by Jen.

Masonry work on the front entrance is complete and beautiful.

The new website will be live on June 4, 2021, and library staff is up-to-date on how to navigate and help patrons with the new site.

**COVID protocols updated** - masks are voluntary for all ages and staff. Plexiglass, hand sanitizing stations, and cleaning is remaining in place. The one-way flows have been removed, and toys have been returned to the children's room. Curbside and home delivery are continuing, though curbside has been decreasing rapidly. With Leslie's recommendation, the library will wait until September 1 to reopen Monday, Tuesday, and Thursday evenings. Indoor gatherings are still prohibited through the summer, but the library will run three summer programs for kids behind Parks/Rec.

#### **4. Children's report: see Children's report**

**5. Friends update** – The friends are still looking for a few more accounts at TD Bank for their Affinity Program to allow them to meet their target for this year.

The Friends will hold their annual meeting on June 8, 2021

#### **6. Other business**

- Karla Alfred nominated Nancy Baron to the Holliston Visions Committee as the Library Board of Trustees representative. Bob Malone seconded the motion, and this passed unanimously.
- A Trustee Deep Dive virtual program will run June 9th at 6pm for libraries interested in hiring a new director. [Leslie McDonnell](#) and Karla Alfred will attend.
- Contact Chris Meo for a town email account.
- The Assistant Town Administrator position is being replaced with/ reconfigured as Assistant of Human Resources.
- TixKeeper electronic ticketing is now being used for Children's Museum and MOS for library passes, making reserving and managing passes much easier for patrons and staff.
- Karla will ask about continuation of remote participation, which is currently scheduled to expire on September 1, 2021.

Motion to adjourn the meeting was made by Nancy Baron, seconded by Kristy Wiwczar, approved unanimously by roll call vote. Meeting was adjourned at 7:48 PM.

The next scheduled meeting is September 1, 2021 at 7:00 pm.

Respectfully Submitted  
Karla Alfred June 3, 2021