

**Holliston Board of Library Trustees Minutes of the Regular Monthly Meeting
March 9, 2022**

Members present by roll call: Karla Alfred, Nancy Baron, Kara Peterson, Gwenyth Swain and Kristy Wiwczar,

Staff present by roll call: Leslie McDonnell, Director

Others by remote: Yvette Cain (Holliston Reporter), Emily Gardner (Friends)

Karla Alfred called the meeting to order at 7:06 pm.

Karla 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.

Approval of minutes from Feb 2, 2022

- Motion to approve the minutes made by Nancy, seconded by Kara, and passed unanimously.

COVID Update

- Currently 4 active cases in town, Holliston is in green metric
- Staff unanimously supported the removal of the mask mandate at HPL
- There is an understanding that the mask mandate may be reinstituted at a later time.
- Motion made to remove mask mandate at HPL and follow local and CDC guideline of a mask advisory made by Karla, seconded by Nancy, approved unanimously.

Committee/timeline for hiring director

- Karla and Leslie met with Travis Ahern and Kathleen Buckley to discuss the timeline for hiring a director.
- 2 patrons are needed for the committee. Karla will post on social media to reach out to community members.
- Janice Korn has offered to represent the Friends
- Kristy will represent the Trustees, and Bob will be asked to also join.
- Karla will contact Kathleen about running the posting on MBLC

FY'23 Budget

- Kathleen is working with staff to update job positions and descriptions. An evaluation is being completed on the value of these updated positions.
- The current top step is 7. Step 8 (if approved at Town Meeting) would be a 2% increase.

- Children's librarian is at a level 400 (500 is Masters). Travis is working on fixing this discrepancy.
- Travis is working on moving some money from the building line to James Keast's budget. About \$2,000 will move from one line to the other.

Trustee Project

- Kristy is working with the Friends on a group meeting.

Update of collection development policy

With the purchase of programs and licenses like Hoopla and Libby, there may be inappropriate material included. Canned, platformed collections are not set or picked by the Holliston Public Library staff. We need to know more about how these items are screened for inappropriate material. A secondary issue is that it is possible for non-patrons to contact and complain or report literature that they disagree with but is not inappropriate. Leslie will gather examples on updated collection development policies to help shape an updated policy for Holliston.

Friends update

- The Friends received a Cultural Council grant.
- A few large donations have come in, and the Friends are in a good position.

Other business

One of the recorders in the security cameras shorted out. Someone stole a hard drive out of a computer, leading to this discovery. The recorder will be replaced, the hard drive has been replaced, and tiny padlocks have been installed on library devices.

The Children's Library grant is still in the works - there are three additional applicants.

Motion to adjourn made by Nancy, seconded by Gweneth, and supported unanimously.
Meeting adjourned at 8:27

Next meeting: Wed, April 6, 2022