

Holliston Board of Library Trustees Minutes of the Regular Monthly Meeting August 2, 2023

Members present: Karla Alfred, Kara Peterson, Kristy Wiwczar, Mareoun Bo Yai, Nancy Baron

Also present: Deric Wilson, Director and Mary Braney, Library Planning Consultant

Karla Alfred called the meeting to order at 7:05 pm and read the statement regarding the suspension of certain provisions of the Open Meeting Law and the authorized use of remote participation. A roll call of attendance was taken.

Approval of minutes from July 5, 2023 meeting.

Nancy moved to accept the minutes, seconded by Kara. All in favor.

Focus Group Updates: Mary Braney last worked with the Library in early 2020, just prior to the pandemic. The Building Plan from that time is still valid. It outlines the specific needs of the library without being site specific. Focus groups and public forums, generating supplemental information, are scheduled to begin in mid-August. Library survey is now available online. Trustees brainstormed ways to promote the survey. (Public input is required for both the Building Program and for seeking grant monies in the future.) This information, as well as Deric's prep on ARIS, will go into a spread sheet, leading to a quantitative estimate of specifics such as shelving requirements, seating needs, meeting room requirements, etc. Taken together a square footage estimate can be made. The Building Plan projection is intended to forecast needs 30 years into the future, so must be flexible in its scope. Kristy asks about timeline for public input. Mary aims to wrap these up by the end of September. She will reconvene with Trustees sometime around November. Two potential sites must be named (DPW site and Flagg site), in order of preference. Deadline for the next portion of the Building Plan application is May 31, 2024. Awards will be announced in Fall 2024.

Deric reported that circ numbers are up, attendance at programs has been good, both of which will support the Building Program's case that more space is needed.

Director's Report

Fall hours: Deric proposed shuffling the fall schedule slightly to allow for one more open hour, bringing the library up to 51 hours/wk.

Summer hours are: MTW 10-8, ThF 10-5 Sat. 10-2

Old fall hours were: MTW 10-8, ThF 10-6 Sat. 10-2

Proposed fall hours: MTW 9:30-8, ThF 9:30-5 Sat. 9:30-2

Trustees discussed this, with some reservations about losing an hour on Thursday and Friday evenings vs. being open an extra half-hour in the mornings when there are often patrons waiting to enter. Kristy argued that it's not possible to quantify the number of

people who won't show up during the lost evening hours. Karla moves to adopt new hours, Nancy seconds. Karla, Nancy, Bo, Kara and Gwentyth in favor. Kristy opposed. The intention is to try the new hours for a year, unless there is major push-back from patrons. Funding for Thursday evenings until 8 will be a priority in the next budget cycle.

Mahjong: Two introductory classes are in the schedule.

Motion to adjourn the meeting made by Nancy, seconded by Kristy. Roll call voted and passed unanimously. Meeting adjourned at 8:21 pm.

Next scheduled meeting: September 6, 2023 at 7 pm (remote)

Respectfully submitted,
Nancy Baron