

Trustees of the Harvard Public Library Meeting
Monday, December 15, 2015
Minutes

Present: Gail Coolidge, Chris Frechette, Charles Redinger, Marty Green. Library

Director: Mary Wilson

Absent: Davida Bagatelle, Stacie Cassat Green

Minutes for the December meeting were approved.

Security cameras: Chris will look into installing security cameras for the lobby and exterior, and also for the DVD shelving area.

Annual Budget: We approved the town's request to use funds from accumulated interest from the town-held library trust funds in accord with the purposes of those trusts for the benefit of the library. The approved amount is the difference between our request and the MAR, which is approximately \$9k.

Director's report: Finance Committee has sent a third round of questions about the library budget. Mary has prepared the answers. They asked about our materials acquisition policy, which is stated in our policy manual and is not a concern for the Finance Committee.

We rejected a request to hold a kitty adoption program in the library out of concerns for allergy issues.

Fire Chief Sicard will come to the library Dec. 8 for a fire drill. Police Chief Denmark will come back for another safety program in January.

The annual Book Fund appeal letter has been sent, and donations have begun to arrive. Gail volunteered to prepare the thank-you letters. The letter needs a special line for donations over \$250 for tax deduction purposes.

Our next meeting will be January 4, 2016.

Adjourned.