

ATTENDEES:

Trustees: Davida Bagatelle, Gail Coolidge, Marty Green, Stacie Cassat Green, Jen Manell, Charles Redinger

Director: Mary Wilson

CALL TO ORDER: 6:45 p.m.

December minutes reviewed and approved as amended.

DIRECTOR'S REPORT:

- Budget has been submitted. Questions from FinCom have been received and answered.
- Town of Harvard Employee holiday party took place on Dec 19.
- All library employees completed ethics training.
- 6th month budget is on track.
- Hard-copy-items circulation report for the 2018 calendar year is 109,233 items (compared to 105,934 items in 2017)
This was an increase of +3.1% y/y.
- Mary attended round table for library directors in Clinton. Fifteen library directors attended.
- Linda Dwight, Josh Myler, and SusanMary Redinger, met with Mary Wilson and Pete Jackson on December 6, 2018. School administrators and School Committee/School Building Committee member requested access to the library fields for use during recess for grades 3–5 throughout the duration of HES construction. School Building Committee said they would speak with Tim Bragan about the tree branch that is a danger to children and staff that will be walking back and forth.
- HPL Trustees asked Mary and Pete to ask school administrators for a memorandum of understanding regarding field use.
- HPL Trustees request that the chair and Mary meet with Linda Dwight to ask the MOU is ready for review by the next trustees meeting.

STRATEGIC PLAN REPORT:

- Updated and edited strategic plan draft (Mission and Continuations sections only).
- Voted to approve changes and will post to the HPL website.

MEETING ROOM POLICY REPORT:

- Mary will monitor study room requests until the next meeting.

NEXT MEETING: February 4, 2019 at 6:45 p.m. Location: Harvard Public Library.

MEETING ADJOURNED: 8:35 p.m.