

HPL Board of Trustees Meeting
September 11, 2017
Harvard Public Library
Agenda

Present: Trustees: Davida Bagatelle, Stacie Cassat Green, Gail Coolidge, Chris Frechette, Charles Redinger; Director Mary Wilson

Absent: Trustees: Marty Green

1. Meeting was called to order at 7:35 pm
2. Secretary's Report
 - a. Minutes of July meeting were approved as written.
3. Director's report
 - a. Summer reading program has ended and was successful. 7136 hours of reading was reported by children registered. 86 book plates were earned by those who read 30+ hours.
 - b. Programming is still robust. Sensory playtime and storytime is being offered (hands on activities during the reading).
 - c. Five Seniors are doing community service for graduation requirement
 - d. 131.75 hours of volunteer hours by teens for Sr project, NHS or just for volunteering over the summer.
 - e. Non-traditional lending has added ukuleles. Now have electric meter, board games and telescope. Waiting lists are frequent.
 - f. Joe Schmidt came to see Mary re Volksfest. The Lions Club will have a volunteer to manage parking and Mary will remind them they need to protect the gardens with fencing.
 - g. Town Hall asked about library hours for Veteran's Day. The library will be opened on Friday and closed on Saturday.
4. Committee Reports and Open Items
 - ❖ Buildings and Grounds
 - a. Adding security camera at circulation desk-
ACTION ITEM- The board voted unanimously that Chris look into options
 - b. Volunteers Hall new lighting equipment
ACTION ITEM- The Board voted unanimously that a training be scheduled for Chris
 - c. Enhanced acoustics- Review of Redcat system led to Mary suggesting that we look at other options given that there may be challenges with adjustment of volume
ACTION ITEM- Davida will send info on possible vendors
 - d. Wayfinding
ACTION ITEM- After a short discussion, the Board agreed to look at other wayfinding means in similar buildings and all will come with ideas to consider at the next meeting
 - e. After-school backpack and coat storage- Tabled for further review by Mary
 - ❖ Policy
 - a. Non-traditional lending policy

ACTION ITEM Trustees will make comments on the Googledoc which Stacy will resend; discussion to follow next month.

b. Future of seed library-

The Board discussed the possibility of the SL falling under the non-traditional lending library inventory. .

❖ Personnel

- a. Mary's review results were shared with the Board. She met (even exceeded) goals and expectations set forth by the committee at the last review.

5. Other/New Business

- a. It was proposed that Mary read the draft Charter and that she give thoughts/feedback to the Board.

6. Next meeting date and agenda
October 2, 2017

7. Adjourn at 8:40 pm

Respectfully submitted,

Davida Bagatelle, Secretary

