

Trustees of the Harvard Public Library
Minutes for Monday May 1, 2023
Zoom Meeting

Attendees: Cary Browse, Gail Coolidge, Marty Green, Stacie Cassat Green, Jen Manell, Davida Bagatelle,
Director: Mary Wilson

Call to Order : 7:00 p.m. Zoom only; recording is available on Harvard Cable TV.

Topic	Discussion	Votes/ Action Items
Review of Minutes		April 3 and April 13 minutes approved.
Director's Report Town Level	Library FY24 budget was approved at Town Meeting. Town Meeting approved CPIC funds for a new fire alarm system for HPL. It was announced at Town Meeting that \$5000 from the library town held trust funds will be used to offset library expenses. Mary will work out the details and process.	
Director's Report Library activities	April circulation total : 7987 Over the counter: 6049 Numbers down slightly from March, possibly due to April vacation. Children's Room repairs are underway. Projected completion date is May 31. The Friend's Book Sale is next weekend. A library information folder will be available to new residents through Arm in Arm's new Welcome Basket program. .	

Trellises	<p>Plants growing on the trellises will be moved on Friday to Gail's plot in the Community Garden where they will stay for a month.</p> <p>Laura Broderick will take care of the move.</p> <p>Question: Will stones be replaced when trellises are gone? Yes.</p> <p>Will the irrigation system be affected?</p>	<p>** Davida will talk to Pete about the irrigation system.</p>
Patio furniture	<p>8 dark gray lounge chairs are now on the patio.</p> <p>The rest of the furniture has been ordered.</p>	
Shade Sail Project	<p>Installation of footings is scheduled for the last week in May.</p> <p>Jeff Hayes still needs a formal plot plan.</p> <p>Mary suggested that the plot plan might be with the original building plans in the Harris Room.</p>	<p>** Davida will look for the plot plan with original building plans.</p>
Pavilion Project	<p>The Pavilion will be voted on by the Historical Commission on Wednesday, May 3. Marty encourages all to attend the meeting.</p> <p>The Planning Board has accepted our application. There will be a vote on the application at their meeting on May 15.</p> <p>David Ross has done a plot plan, but details are not well labeled.</p> <p>George T. and Pam Marston from the Historical Commission left materials about the pavilion project at the front desk for anyone to see.</p> <p>Update: On May 3 the Historical Commission voted unanimously to approve the pavilion project.</p>	<p>** Marty will send agenda for the 5/3 meeting to the Trustees.</p> <p>*** Marty will tell Jamie about the 5/15 Planning Board meeting.</p>

Library of Things	<p>Questionnaire results have been tallied. Some favorites are: DVD and BluRay player, computer projector, bubble machine, hand held steamer.</p> <p>State funds can be used to purchase items for the collection because they will circulate.</p> <p>Some sports equipment (like snowshoes) available through Park and Rec.</p> <p>Given sanitary issues with cooking equipment, these will be considered at a later date.</p> <p>Constance will create a page on the website for the Library of Things.</p> <p>A notebook of materials available at other nearby libraries would be helpful.</p>	
Other business	<p>The Lions Club has asked for permission to use the fields for their Triathlon. Set upon June 3, cleanup by 2pm on Sunday, June 4.</p> <p>This may conflict with Bromfield graduation on June 3. Although they may be using different fields.</p>	<p>** Stacie will reply to Joerg from the Lions Club and ask him to be in touch with Linda Dwight about possible conflict with graduation.</p>
TOPICS FOR NEXT MEETING		

**** Action item**

MEETING ADJOURNED: 7:25 p.m.
NEXT MEETING: Monday June 5, 2023
LOCATION: all Zoom

Documents referenced:
Draft Trustee Minutes for April 3 and April 13