

HPL Board of Trustees Meeting
November Meeting
October 30, 2017
Harvard Public Library

Present: Trustees: Stacie Cassat Green, Marty Green, Gail Coolidge, Chris Frechette.
Director: Mary Wilson

Absent: Charles Redinger, Davida Bagatelle

1. Call to order: 7:36 pm
2. Secretary – Minutes of previous meeting approved as written.
3. Director's report
 - Employees of library, at town request, are completing Position Analysis Questionnaires and interviews with the town consultant.
 - Budget: Presented the draft of FY2019 Budget summary which was approved by the Trustees.
 - Arm in Arm panel: Well received, standing room only (~150 people attended).
4. Committee reports and open Items
 - Adding security camera at circulation desk: Wireless; indoor/outdoor for \$600–\$700. Approved funding, possibly from state aid.
 - Volunteers Hall lighting and light cleaning: Davida emailed report from Cindy Allen of Allen's Antique Lighting. The globes are reproductions from Vianne. Cindy felt that soap and water is adequate for cleaning. Chris will find out about scaffolding to reach the bulbs.
 - Non-traditional lending policy: Reviewed draft policy and want to continue to work on the language of the liability section. Stacie will research further and present revised language.
 - Wayfinding: Stacie is continuing inquiries to find the right consultant and price point.
 - After-school backpack and coat storage: Mary is working with Jill.
5. Other Business
6. Next meeting date and agenda: December 4, 2017
7. Adjourn

Respectfully submitted,
Stacie Cassat Green (Acting Secretary for the evening)