

**Harvard Public Library Trustees Meeting**  
**Monday, March 23, 2015**  
**Minutes**

**Present:** Gail Coolidge, Chris Frechette, Charles Redinger, Stacie Cassat Green, Davida Bagatelle. Library Director: Mary Wilson. Board of Selectmen: Stu Sklar  
**Absent:** None

Maintenance of building: Chris presented multi-page spreadsheet of repairs to Stu that Pete Jackson has done over the years. The current maintenance plan of Pete performing library maintenance as a volunteer is no longer sustainable, so there is a gap that needs to be addressed. Stu agreed to bring library maintenance concerns to the BOS April 7 meeting and will also talk to Tim Bragan. Stu reports that technically, the DPW manager is supposed to be the town facilities manager. He also reports that the Selectmen agree that there is a gap, but cannot agree on the right approach to address it. Mary will send an electronic copy of the spreadsheet to Stu and Chris will provide a statement to be read into the record.

Snow closings: Reported concerns around snow closings to Stu. The Trustees recommend that the Library Director make decisions about building openings and closings during weather related emergencies. This has been the practice in years past and the Trustees are confident that the Director is better able to make these decisions for the library. Trustees agreed to draft a position statement that Stu can read into the record at the April 7 meeting.

Liaison to Town Boards: Discussed whether or not to have a liaison from Trustees to the town boards. Decided that the Trustees may show up when they want, but there is no need at this time to formalize it.

Maternity leave policy: Discussed concerns about maternity leave for library employees that bridge 2 fiscal years. It was an issue for a library employee several years ago. Tim Bragan had authorized a reserve fund transfer, but the Fin Com did not allocate it and it was an issue. Mary reports another library employee is close to taking a maternity leave and that leave will again bridge 2 fiscal years. Marie Sobalvarro has met with the employee and they are currently working to fill out the correct forms so that the leave is funded correctly.