

The Holmes Public Library

470 Plymouth Street

February 2014 Minutes

The Board of Trustees held their regular public meeting at the Holmes Public Library on February 11, 2014 at 6:30 pm. Attending were Trustees- Richard Conley, Stacy Rancourt, Priscilla Murphy, Gregory Tilley, and Robert Fuller; Library Director -Laurie Cavanaugh; and Library Director Assistant - Jean Gallant.

1. Trustees approved minutes from January 14, 2014 (4-0-1).
2. Chair's Report
 - a. Priscilla suggested a few ideas she had for new library programs. Books for babies would provide books for babies that could use them. A welcome packet could also be put together for families in town who have new babies. It would be a good way to introduce the families to the library and inform them about library story times, the playroom, and other library programs geared toward children. This would most likely be something for the Friends' of the library to get involved with. Downtown Abbey tea was another idea Priscilla suggested.
 - b. Richard has not heard back from AJ yet regarding the bench in the reading garden.
3. Friends' Liaison Report – The next meeting of the Friends is February 26. The last two meetings have been snowed out. They are doing a membership drive this month to try to get more people to sign up. Join the friends and get a (Hershey's) kiss.
4. Director's Report
 - a. February is Love Your Library Month. Blind Date with a Book is being offered this month. Take Your Child to the Library Day was very successful on Feb 1, as was the Valentine Storytime on February 8. Heart-Healthy Foods for Your Valentine (& You) will be offered on February 12. The combined book club potluck was a huge success!
 - b. The Best Free Apps for Readers Workshop was held on January 29. Saturday Drop-in Technology Help and one-on-one sessions have been successful.
 - c. Finance Committee liaison Nikki Newton met with Laurie and Jean to review the library's FY15 budget submission, and Nikki reported that the budget has been approved by the Finance Committee.
 - d. The library has gratefully received \$775 in memory of Judith Leff, a Halifax resident, who passed away on January 13. Individual donors have been thanked and acknowledgements have been sent to the family.
 - e. The annual report for 2013 has been submitted. 1,102 E-books and 278 E-audiobooks were borrowed/downloaded by Halifax patrons, and 77 patrons registered with Overdrive as new users.
 - f. Due to the snow, the library had a delayed opening on January 22 and was closed on February 5.
 - g. The fax line has been repaired, but static and other problems with the phone lines may continue until an old cable that runs along Plymouth Street is replaced.
 - h. Laurie attended the Southeastern Mass. Libraries Legislative Breakfast on February 7 and met Representative Tom Calter and other legislators. The library is planning a

joint program with the Council on Aging to have Rep. Calter come to Halifax on June 2 at 6:30 to discuss current issues.

- i. Upcoming Date: The Forts of Castle Island on Saturday, March 15 at 11:00am.
- j. For anyone seeking election/re-election for Library Trustee, nomination papers with 32 signatures are due to the Town Clerk's office by March 25 at 4:00pm.

5. Old Business

- a. The Library Director's change of status from a Step 3 to Step 4 went through.
- b. Halifax Assistive Technology (HAT). Jean, Susan, Laurie, and Jo Schofield went to the Selectmen's meeting to introduce CART service to them and to see if they would use it at Town Meeting. They also informed the Selectmen about Halifax Assistive Technology in the hopes of spreading the word that the equipment is available. The equipment is not being used often, but we are going to give it some more time. We discussed the possibility of lending it to the COA in the future to see if it would get more use there.

4. New business

- a. Trustees voted to elect Robert Fuller as the Vice Chair (5-0-0).
- b. Long-term finances. Trustees discussed the inventory of materials, the concern about theft, and ways to prevent theft. We also discussed the materials budget and the concern that the purchasing power is less each year due to inflation. We discussed ideas to find out the rate of inflation of materials.

5. Meeting adjourned at 8:10 pm. The next regular Trustee Meeting will be on March 11, 2014 at 6:30 pm.

Respectfully Submitted,
Stacy Rancourt, Secretary