

The Holmes Public Library

470 Plymouth Street

September 2014 Minutes

The Board of Trustees held their regular public meeting at the Holmes Public Library on September 9, 2014 at 6:30 pm. Attending were Trustees- Priscilla Murphy, Robert Fuller, Ava Grimason , Caroline Harrington, and Greg Tilley; Library Director -Laurie Cavanaugh; and Library Director Assistant – Jean Gallant.

1. Trustees approved minutes from August 12, 2014 (4-0-1).
2. Chair's Report
 - a. Need for a volunteer to be secretary. Could it be put on community sign in town? Discussion of whether secretary needs to be member of the board or could be paid.
 - b. Need for sign for library to use to publicize events. B Fuller suggested consulting Building Commissioner Tom Millias to ask about process of obtaining permission to erect a permanent sign similar to the East Bridgewater Public Library's sign or a church sign.
 - c. Library should set up outgoing message for phone for when library is closed.
 - d. Front doorbell should be lowered for accessibility reasons.
3. Friends' Liaison Report
 - a. Gift of a signed hockey shirt given to the library by the Boston Bruins should be displayed in the library, and Friends would like to purchase wall display case.
 - b. Friends are planning a screening of The Bridgewater Triangle Documentary as a fundraiser on October 30, waiting for date confirmation from filmmakers.
4. Director's Report
 - a. Building improvements made over the summer by the Building & Grounds department include repair and painting of exterior window sills, new staff parking signs, and painting the front of the building and putting up new signs.
 - b. LSTA grant project Customer Experience in the Digital Age was approved, and if authorized by the board, trustee chair P Murphy will be asked to sign the contract.
5. Old Business
 - a. Ruth V. Perkins Reading Garden benches – Paul Murray has begun project of adding cement to the bases of the benches to keep them from tipping over . Should be completed within a few days. Weeds growing in cracks in walk were mentioned.
 - b. B Fuller, Ava Grimason, and L Cavanaugh are registered to attend Trustee Orientation at the Boyden Library in Foxborough, Monday, Sept. 22, 6:30-8:30 p.m.
6. New Business
 - a. Policy Committee set first meeting date of Sept. 18, at 7 p.m. J Gallant is gathering policies together. L Cavanaugh will post subcommittee meeting to comply with Open Meeting Law.
 - b. L Cavanaugh will pursue request to allow library to keep payments for lost or damaged items for purpose of replacing items instead of turning these payments over to town. There will be no requested change to fines, fax payments, or fees.
 - c. Meet Your Elected Officials Night will be held in conjunction with the Board of Selectmen at the library on November 17, 7-8 p.m.

- d. Kyle Keogh is proposing an Eagle Scout project to the Board of Selectmen that would involve repairing and renovating benches outside of town buildings, including the library.
 - e. Board does not want to pay \$100 for institutional membership in MLTA. May consider individual membership for chair (\$30/year).
 - f. Board authorized P Murphy to sign LSTA grant contract. (5-0-0)
 - g. Strategic planning sample timeline from MBLC in packet was discussed. MBLC will facilitate one meeting for libraries to help with long-range plan.
 - h. B Fuller suggested a survey would be helpful to determine need for storytime for children with autism and other intellectual disabilities. G Tilley suggested contacting the schools . C Harrington suggested that the South Shore Community Action Council has resources the library could draw on. Children's Librarian M Coady can
 - i. P Murphy expressed hope that Friends of the Library would continue to renew pass to Museum of Fine Arts, as she used it recently and found it to be very beneficial.
7. Meeting adjourned at 7:40 p.m. The next Trustee Meeting will be on October 14, 2014 at 6:30 pm.

Respectfully Submitted,

Laurie Cavanaugh, Library Director (temporary secretary)