

Trustees of the Harvard Public Library
Monday, February 5, 2018

Present: Gail Coolidge, Davida Bagatelle, Chris Candon, Stacie Cassat Green, Charles Redinger, Marty Green. Library Director: Mary Wilson.

The trustees welcomed new board member Chris Candon.

Minutes for the January meeting were approved.

Director's report:

- The Finance Committee and Selectmen accepted the library budget as presented.
- Staff is concerned about the new personnel study and job descriptions.
- The 1-year-old water heater had to be replaced; town should look into warranty.
- Attendance at special events has been excellent: 86 people at Martin Philip; 25 at maker day; 70 at story time; 110 at the recent Friends of the Arts concert with the Guy Davis trio.
- A temporary display on the Underground Railroad is on the third floor, courtesy of the Commonwealth Museum.
- Two requests for Volunteers Hall (1) Assabet Village Coop request was turned down because they were essentially selling memberships. (2) Request from Parker Charter School student to use VH as a venue for his senior project was approved unanimously.

Volunteers Hall lights have been cleaned and the bulbs replaced with LEDs.

Nontraditional lending policy is moving ahead. We will try to finalize this at the next meeting.

Wayfinding: Gail contacted the Sunshine Sign Company and will follow up.

Storage area for coats, backpacks: to be continued.

LWV archives: Mary will talk with Joe Hutchinson about setting up a Bromfield senior project to digitize the records.

Updating the strategic plan:

- Davida called John Costa about doing a revision this year and will call him again about schedule.
- Each trustee should identify several recruits—perhaps three—to participate. Participants to be identified by May, so that we can give them a packet of information to consider over the summer.
- Meetings to be set for early fall.
- We will prepare a town-wide survey.

Security camera installation: to be continued.

Seed library: Davida has bought a supply of seeds. No word yet from Farmers Market. Stacy will ask them what they are doing about the seed library.

Meeting adjourned.