

Trustees of the Harvard Public Library

Monday, March 5, 2018

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

Minutes for the February meeting were approved.

Director's report:

- The Friends of the Arts radio play is this weekend.
- The Sudbury Valley Trustees are presenting a program on beaver habitat here next Monday.
- CW MARS is coming next week to do a wireless site assessment. Charter's service to the library is free but very slow. CW MARS will provide a cost estimate for their wireless service.
- Garden Club is doing a three-day Bloom N Art exhibit.
- Lego Expo is Saturday.
- Abby has requested that we check on any possible liability from the games we lend, such as small pieces that might present a choking hazard. Chris will look into this issue.
- Mary has talked with Chief Denmark about another safety training session for staff.
- Mary and Gail will attend the upcoming All Boards meeting.

Nontraditional lending policy: We will see the latest email version and discuss at next meeting.

Wayfinding: Sunshine Sign has submitted examples of their work for Arlington library. Cost is \$2,000 for plan and an estimated \$11,000–\$12,000 for fabrication and installation. It was moved and seconded to proceed with the plan for \$2,000. Motion passes unanimously. Gail, Davida, and Stacie are expected to serve as a subcommittee for this project.

Storage area for coats and backpacks: Fire chief has advised that hooks on wall meet code for keeping exits clear, but cubbies do not. Mary will bring ideas for hooks to the next meeting.

Strategic plan update: Possibilities for facilitator are Jonathan Costa or an MBLC retiree. Mary will check on prices for each. Library trustees and staff will suggest names for the planning group at our next meeting.

Security cameras: One has been installed, and the others will be installed when the WiFi issue has been resolved. Chris noted that we will have to post a notice that they are in use.

Other business: Davida said we need to set a policy about discussing any individual student with the school. The consensus was that such discussions should be between the library director and a school administrator.

Adjourned.