

Trustees of the Harvard Public Library Minutes for Monday, July 9, 2018



Attendees:

Trustees: Davida Bagatalle, Gail Coolidge, Marty Green, Stacie Cassat Green, Jen Manell, Charles Redinger, and Director Mary Wilson

Call to Order: 7:44p.m.

Minutes accepted as amended.

Director's Report:

- June 30 end of fiscal year. Submitted bills to town hall. Ended year on target.
- Staff reviews have been done and job descriptions updated (per external consultants).
- Summer reading kickoff went well.
- Retirement party honoring Greg Pronevitz took place. Big and positive event for the library, guests included people from MBLC & MLA & MLS. 90 people attended. Many guests looked to HPL as an example for their own pending renovations.
- Received thank you note from the HCC music festival. HCC tuned the HPL grand piano for the event and as a gift to HPL.

Norms discussion and sharing:

Discussion regarding meeting and board procedures. Preliminary ideas were shared by all board members and will be further discussed and prioritized at the September meeting.

Action items:

In Sept, the Board will revisit and settle on final norms.

Read Harvard Business Review article, *8 Ground Rules for Great Meetings*.

Wayfinding Subcommittee:

New proposal from sign company coming soon.

Good walk through and meeting with designer and salesperson.

Heard our needs at meeting/walk through.

Action item: Presentation coming in September.

Strategic planning team:

Community members Cary Browse, Kirsti Gamage, and Cricket Segalof agreed to be part of the team. Darryl Wickman is considering being part of the team.

Action item: Will reach out to the following students: Ian Miller, Magnus Miller, Vivian Jamba

Personnel Committee formed: Gail C, Marty G, Davida B

Action item:

Read policy document.



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Minutes for Monday, July 9, 2018 (continued)

New Business:

Jen M asked for there to be a clear policy on what to do if a patron asks for a space to pump breast milk. Needs include: visual and audio privacy. All staff must know to not suggest a patron pump in a bathroom. Having clarity is the right thing to do and helps reduce the possibility of negative attention in the press or social media. Decided upon 2 to 3 appropriate areas in the building should a patron ask. Mary W to talk to staff next business day.

Meeting adjourned: 8:59p.m.

