

ATTENDEES:

Trustees: Davida Bagatelle, Gail Coolidge, Marty Green, Stacie Cassat Green, Charles Redinger

Director: Mary Wilson

Absent: Jen Manell

CALL TO ORDER: 6:50 p.m.

Minutes approved as corrected and have been sent to the secretary, Jen Manell for archiving.

DIRECTOR'S REPORT:

- Over-the-desk circulation numbers for fiscal 2019 are 7% above last year's.
- All staff evaluations have been sent to Town Hall; no response so far.
- Harvard Woman's Club has asked to display their new blanket here; no direct sales will take place in HPL
- A student with a therapy animal interested in volunteering;
Action Item: Davida will call state officials to find out legalities of service vs therapy animal.
- About 350 people attended the ice cream social.
- Library was on budget when the year closed out.

COMMITTEE REPORTS:

- Landscaping Committee: Vines on trellises are doing well. Davida suggested adding more shade on the patio, such as an umbrella or an awning.
- Building Committee: Charles suggested asking CPIC for money for roof;
Action item: Charles will contact Pete Jackson about presenting completing a grant application and request at Special Town Meeting.
- Communication Committee: Jen, Stacie, and Charles volunteered for this new committee.

POLICY MANUAL:

We considered updating the following policies:

- Fines: Boxborough has stopped charging fines; the amount we collect is declining.
- Revise for nonspecific gender language.
- Camera policy: Marty will ask how other libraries handle.
- Tutoring: Need to know how other libraries handle use of space for school tutoring.
Considered configuring Volunteers Hall for multiple users with movable partitions.
Action item: Davida will look into other libraries' policies.

DIRECTOR'S 2020 GOALS

1. Work with C/W MARS to upgrade equipment and internet service by Dec. 2019.
2. Work with staff to establish an idea incubator to encourage creative new ideas for community programming.
3. Provide leadership and collaboration to begin implementing the 2019–2024 Strategic Plan.

TRUSTEES OF THE HARVARD PUBLIC LIBRARY
MINUTES FOR MONDAY, JULY 1, 2019



DIRECTOR'S REVIEW

Stacie moved to accept performance review for the library director. Motion passed unanimously.

NEXT MEETING: Monday, September 9, 2019 at 6:45 p.m. Location: Harvard Public Library.

MEETING ADJOURNED: 8:24 p.m.



HPL MISSION: Through our programs, resources, volunteers, and staff, the Harvard Public Library enhances the quality of life in the community by encouraging personal and intellectual growth for people of all ages in a welcoming, comfortable environment.
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