

**Harvard Public Library
Board of Trustees Meeting
January 3, 2011
7 PM Trustees' Meeting Room
Harvard Public Library**

Minutes

Present: Marty Green, Chair; Davida Bagatelle, Chris Frechette, Pete Jackson, Ginger Kendall, Charles Kronauer- Trustees; Mary Wilson, Library Director

1. Call to order at 7:12 p.m.
2. Secretary – Minutes of previous meeting approved as corrected.
3. Director's Report:
 - Programs were well attended last month.
 - AdTech returned the VH equipment and it all is in working order
 - Elevator inspected, but today (the 3rd) it is not working.
 - Bob Lerner passed away; his wish was to have donations to HPL
 - Book Fund checks have continued to come in.
4. Committee reports.

BUILDING AND GROUNDS:

 - Fruitlands would like to arrange to display the books that were restored. They will come the week of the 7th and leave the items on display for several months.
 - Huntington came for maintenance of HVAC. Corrections to the system were made.
 - Chris has proposals for sound systems. Dave Henderson is working with Chris to design and install.
 - Roof workers have yet to come do the repair. **ACTION ITEM: Pete will follow up once again.**
 - Lobby Display was discussed to present info on Library Events. **ACTION ITEM: Pete will meet with Wendell Willard re: idea for design/pricing.**

HUMAN RESOURCES

 - The policy for Professional Development was reviewed. **ACTION ITEM: Chris will edit and present next meeting for approval.**
- 5, Old Business:
 - Stationary- Moved, seconded and approved to spend ~\$250 for new stationary.
 - Lighting Davida and Marty continue to work with Ted Zayka on getting fresnels here to try out. **ACTION ITEM: Students will come over to set up a demo this week, hopefully.**
6. New business
 - Policy update for Sections 9-11 were presented and a motion was made, seconded and approved as corrected.
 - Library closing at 5 on Wed's has created some problems for staff due to students not being picked up. Ideas were presented to Mary as to how to handle this when the temperatures are frigid.

- Budget: Mary, Marty, Pete, and Ginger met with Marie Fagan. Some suggestions were made for the presentation. **ACTION ITEM: Ginger will forward the report to the subcommittee.**

- The town report deadline has been extended to Jan 14th.

Meeting was adjourned at 8:40 pm. The next meeting is Feb 7, 2011

Respectfully submitted,
Davida Bagatelle, Secretary