

**Harvard Public Library
Minutes of May 2, 2011
Board of Trustees Meeting
7 PM
Harvard Public Library**

1. Call to order at 7 PM--**Present:** Davida Bagatelle, Gail Coolidge, Chris Frechette, Marty Green, Charles Redinger; Mary Wilson, Director; **Arrived near end of meeting:** Pete Jackson.
2. Secretary Report– Minutes of previous meeting accepted as written.
3. Director's Report
 - a. As of April 30th 77% spent of budget spent
 - b. Garden Club donated 17 books to HPL
 - c. Book fund donations continue to come in
 - d. Patrons have come forward re: Granite Plaques in Hapgood Room of Old Library and possibly moving them to Library. It was deemed a town issue. ACTION ITEMS: Pete will present the concern to the Municipal Building Committee. Marty will present the concern to the BoS; Mary will forward future requests/concerns re: the Hapgood Library to Town Hall.
 - e. Mary met with Tim Bragan to discuss staffing needs/salaries.
 - f. The transition to switch to a new system for interlibrary loan in July 1.
4. Committee reports
 - a. Building and Grounds- status of memorial benches.
 1. Peterson bench to be dedicated May 21st at 8 a.m.
 2. Gale bench donation in honor of the family- Dedication June 12th
 3. Signage still pending;ACTION ITEM: Davida will contact Ginger re: working on sign together
 - b. Human Resources- Mary's evaluation will be conducted between June 7 and June 26, 2011
5. Old business-
 - a. Report on lights for Volunteers Hall- still open
ACTION ITEM: Marty will follow up and get a final estimate for LED set-up to present to the Trust
 - b. Pg. 10 of Policy Manual- an edit needed and was recommended
6. New business
 - a. Election of officers; Marty Green, Chair; Gail Coolidge, Sec, Charles Redinger, Treasurer .
 - b. Updating of by-laws
 1. To reflect current meeting day and time; Moved and seconded to update this section of the by-laws to 1st Mon of month at 7 pm.

2. Eliminate reference to Trust funds in Trustee By-laws –moved, seconded
7. Next meeting June 6, 2011; 7 p.m.
8. Adjourn 8:36 p.m.