

**Harvard Public Library
Board of Trustees Meeting
July 5, 2011
7 PM Trustees' Meeting Room**

Minutes-final

1. Present: Green, Jackson, Frechette, Wilson, Redinger, Coolidge
Absent: Bagatelle
2. Secretary –June meeting minutes were accepted as amended.
3. Director's report: Staff changes coming, 3 Nooks purchased.
4. Committee reports:
 - a. Building and Grounds-landscape architect visit hasn't happened; landscaper will spread work across growing season; Gale bench placement delayed. Lighting delayed. Plastering complete. Re-pointing the flaking foundation identified as an upcoming project.
Volunteers Hall: Issues with equipment use by outside groups can be resolved by updating reservation form to include necessary planning steps for users.
 - b. Budget- Will discuss in Sept.
 - c. Human Resources—Director's evaluation scheduled for July 7.
 - d. Other- Gail will handle thank-you letter process.
5. Old business: Jeff Harris History Room. Fall opening after clean –up.
6. New business
 - a. Library schedule for fall: Plan to be open on Fridays during school year. Closed 10/10, 10/15, 11/25, 12/24, 12/31.
 - b. Open discussion on how to cope with the after-school problem:
Problem definition:
 - large numbers, in groups from 2:25 to 5-6 pm est. 70 kids
 - middle-schoolers -safety: coming and going
 - no intended purpose, other than being with friends
 - bullying, noise, damage
 - disrespect to staff
 - insufficient staff to deal with supervision/enforcement
 - interferes with other library users
 - orientation, code of conduct, contracts have not resolved problem
 - Develop task force with key stakeholders from schools and town.
 - Tentative first meeting w/o July 25.
 - Add Webcams to monitor trouble areas.
 - c. Long-range planning—Will follow MA Library process, start with town survey in fall. 3-6 month process.
7. Next meeting date and agenda: Tuesday Sept 6, 7 PM