

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

1. Attendees: Bagatelle, Coolidge, Frechette, Green , Redinger, Wilson. Absent: Jackson.

2. Secretary: Minutes of November meeting were accepted as amended.

3. Director's report:

-Jennifer MacMillan has returned from maternity leave.

-After-school student monitoring going well. There can be as many as 70 kids.

-2 December programs on schedule.

-Minor vandalism with white paint and broken bottles on library property.

4. Committee reports:

a. Building and Grounds: Furnace out twice recently. Service contract needed.

b. Budget: On track with 2012 budget. 2013 budget submitted and awaiting comments. Mary attended Quad board meeting.

c. 5-year planning process. Project candidate recruitment process discussed.

5. New business:

a. Book Fund letter finalized and approved to go out in December.

6. Next meeting date: January 9, 2012