

**The Holmes Public Library  
470 Plymouth Street  
6/12/18 minutes from the Board of Trustees meeting**

The Board of Trustees held their regular public meeting at the Holmes Public Library on June 12, 2018 at 7:00 p.m. Attending were Trustees – Susan Davey, Madeline Flood, Meredith Goodwin, Ralph Goodwin and Patrick Michaels; and Library Director, Jean Gallant. Paul Delaney arrived later in the meeting.

**There being no elected Chair, the Director called the meeting to order at 7:00 p.m.**

**Agenda:**

- 1) Pledge of Allegiance
- 2) Approval of the May 14, 2018 Board Meeting Minutes
- 3) Chair's Report
- 4) Friend's Liaison Report
- 5) Director's Report
- 6) Old Business
  - a. Budget Overview
- 7) New Business
  - a. Vote new Officers
  - b. Poster Exhibit Policy
  - c. Building Policy
  - d. Children's/YS Performer Payment Policy
- 8) Next meeting date – Tuesday, September 11, 2018
- 9) Adjourn

1) **Pledge of Allegiance:** Those in attendance stood for the Pledge of Allegiance.

2) **Approval of the May 14, 2018 Board Meeting Minutes.** The minutes of the May 14, 2018 meeting had been distributed to the Board by e-mail prior to the meeting. Following discussion, a motion was made and seconded to accept the minutes of the May 14, 2018 meeting. **VOTED:** Madeline Flood, Meredith Goodwin and Ralph Goodwin, being a quorum of those in attendance eligible to vote, voted in favor. No abstentions, none opposed. Motion passed.

3) **Chair's Report.** There being no Chair appointed, there was no Chair's Report.

4) **Friends' Liaison Report.** Jean noted that Meredith has recently joined the Friends, and will be available to report on behalf of the Friends at future meetings. Other Trustees were invited to join; Madeline is considering joining the Friends and will work jointly with Meredith as a Friends' Liaison.

5) **Director's Report.** The Director's Report was distributed to the Board at the meeting.

Jean welcomed Susan and Patrick to the Board.

The Friends Book and Bake Sale was the best they have had to date. There was a ton of donations, surprisingly not as much fiction as in other years. Saturday's sale brought in \$1,345, with an additional \$400 raised during the following week. Jean also reported that the new company, More Than Words (a nonprofit social enterprise working with youth who are in the foster care system, court involved, homeless, or out of school), did a great job of picking up the remaining books when the sale was over.

Jean reported that a few people have shown concern about the lack of a changing station in the ladies' restroom. Priscilla Murphy, a former Trustee, mentioned the need for a new changing station to the Town Administrator, who indicated that

he will bring up the need at the next Finance Committee meeting. There followed a discussion about the cost of a replacement station and where the item could be purchased. Patrick suggested that Jean look through the W. B. Mason catalog for the changing station.

Jean also reported on a few upcoming events, including the Children's Summer Reading Program and an evening Genealogy Presentation.

**6) Old Business.**

a. Budget Overview. The Library's FY 2018 Budget was distributed to the Board prior to the meeting. Also available was the Budget for FY2019. Jean gave a full explanation of the budget and all that is involved, for the benefit of the new Board Members as well as a refresher for all. Town Meeting approved the \$323,600 requested by the Library, which will ensure certification of the Library by the Commonwealth. Jean will try to send out an upgraded budget sheet to the Board throughout the coming year to give the Board an idea of monthly spending as the year progresses.

**7) New Business.**

a. Voting New Officers. Nominations of officers were taken. Following discussion, Meredith Goodwin was nominated as Chair, Patrick Michaels as Vice Chair and Madeline Flood as Secretary. A motion was made and seconded to elect the slate as nominated. VOTED: Susan Davey, Paul Delaney, Madeline Flood, Meredith Goodwin, Ralph Goodwin and Patrick Michaels, being a quorum of those in attendance, voted in favor of accepting:

Meredith Goodwin, Chair  
Patrick Michaels, Vice-Chair  
Madeline Flood, Secretary

No abstentions, none opposed.

b. Additional New Business. Copies of the Poster Exhibit Policy, Building Policy and Children's/YA Performer Payment Policy were distributed at the meeting. Because the hour was getting late, it was decided to defer discussion of these policies until the next meeting. Prior to the next meeting, Jean will send the Board copies of policies previously approved by the Board for comparison.

**8) Next Meeting Date:** The next meeting of the Board will take place on Tuesday, September 11, 2018 at 7 p.m.

Meeting adjourned 8:11 p.m.

Respectfully submitted by Madeline Flood, Secretary, Holmes Public Library Board of Trustees