

June 14, 2022

Meeting Minutes

The regularly scheduled meeting of the Halifax Board of Library Trustees was held at the Holmes Public Library, 470 Plymouth Street, Halifax, Massachusetts.

PRESENT FROM THE BOARD: Patrick Michaels, Chair, Diane Ruxton, Vice Chair, Kathy Schiavone, Susan Hill

NOT PRESENT FROM THE BOARD: Erin Nagle, Susan Vogt

OTHERS PRESENT: Jean Gallant, Library Director;

Agenda

1. Pledge of Allegiance
2. Approval of the May 3, 2012 Board meeting minutes
3. Chair's Report
4. Friend's Liaison Report
5. Director's Report
6. Old Business
 - a. Pride week discussion
 - b. Minimum Staff discussion (possible vote)
 - c. job posting update
 - d.
7. New Business
 - a. library hours
 - b. Mind in the making update
 - c. Hot spot policy (vote needed)
8. Next meeting date: Tuesday July 12, 2022 @6PM
- 9 Adjourn

The meeting was called to order at 6:03 pm

Pledge of Allegiance: Those in attendance stood for the Pledge of Allegiance.

Approval of Minutes.

The meeting minutes of May 3, 2022 were reviewed

MOTION: by Ms. Ruxton to approve the minutes of May 3, 2022

SECOND: by Ms. Shiavone

UNANIMOUSLY VOTED

Chair's Report:

Mr. Michaels offered to build a Free Little Library to be placed on town property. Ms. Gallant reported the Silver Lake CTE Carpentry program built two libraries. The Friend's will pay \$175 to the Silver Lake CTE program for them. One will be placed in the Reading Garden and the other possibly at the Town Hall, Police

Station or other Town property location. It was discussed having plaques made denoting that they are sponsored by the Friend's Library.

Friend's Liaison report:

Ms. Gallant reported the Adopt-A-Book program is ongoing. There were 15 books purchased and 4 have been adopted. The program was mentioned in the newsletter and they will continue to advertise it. A Cricket has been purchased for staff use.

Director's Report:

Ms. Gallant advised the library was awarded \$30,000 from Rep. Josh Cutler. Some of the funds might possibly be used for the lockers. Halifax Dunkin Donuts also made a \$500 donation to the library.

The Trustees agreed to meet in August and forgo the July meeting.

Summer programming was discussed and the Summer Reading Kick Off is ready to go.

The mind in the making grant progress was discussed.

Pride Discussion:

Holly will be attending the Pride Day on the Town Green. Ms. Gallant spoke with her about the library policy. She will be displaying books and has made bookmarks. A resource page will be available for parents as well. Emily will be working at the library that day so it can remain open for patrons.

Minimum Staff Policy:

The Board discussed the proposed policy. It was decided that the "use of hours within a time period" statement would be removed.

MOTION: by Ms. Ruxton to approve the Minimum Staffing Policy as revised.

SECOND: by Ms. Shiavone

UNANIMOUSLY VOTED

Job Posting:

Ms. Gallant advised she will wait until after the summer to post an open position.

Hot Spot Policy:

Ms. Gallant distributed a Hot Spot Policy for review and possible vote. The Board will review the policy and it will be discussed further at the next meeting. It was decided that the library will purchase their own hot spots and not use any that the town currently owns.

Ms. Ruxton requested that the role of the library trustee be discussed at a future meeting.

It was unanimously voted to adjourn the meeting at 7:45 pm. The next meeting is scheduled for August 9, 2022 at 6:00pm.

Respectfully submitted by

Susan Vogt, pro tem Secretary, Holmes Public Library Board of Trustees