

# October 10, 2023

## 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:** Susan Hill, Vice Chair; Erin Nagle; Ellen Snoeyenbos; Susan Vogt, Secretary

**NOT PRESENT FROM THE BOARD:** Pat Michaels, Chair

**OTHERS PRESENT:** Jean Gallant, Library Director;

The meeting was called to order by Vice Chair, Ms. Hill at 6:09 pm and was being audio recorded

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

**Approval of Minutes.**

The minutes of September 5, 2023 were reviewed and approved.

MOTION: by Ms. Nagle to approve the minutes of September 5, 2023

SECOND: by Ms. Snoeyenbos

ABSTENTION: by Ms. Vogt

VOTED

**Chair's Report:**

No report

**Friends Liaison report:**

Ms. Nagle reported the following:

The Friends would like to do some exterior landscaping work by CMAC Landscaping outside of the library as well as removing a tree on the north side of the building. After a discussion with the Director of Building and Maintenance at tonight's meeting, it was determined the work by the front entrance will be on hold until required ADA compliant work is completed by the Town. The tree on the north side can still be removed. Ms. Gallant will advise the Friends of this.

Pyper Gougen is interested in creating a "Library of Things" for musical instruments at the library. Ms. Snoeyenbos added many types of things can be part of this including power washers, large outdoor games but storage space could be an issue. Ms. Gougen will be meeting with the Friends at a future meeting to discuss the possibility of creating this.

The Little Free Library that is currently installed at the Holmes Street Beach will need to be moved as it is not in an ADA compliant location.

The Friends have voted to cover the cost of programming for authors Mike Tougias and Jane Healey.

### **Director's Report:**

Ms. Gallant provided the Board with her report (copy attached) and reported the following:

The sign installation is still ongoing. One of the stone columns crumbled and will be repaired by the Building Maintenance and Highway Department. Also, the sign lettering when manufactured was created in green and blue instead of black and will need to be corrected. This will cost an additional \$1,350 and will be funded by the initial grant.

Library Cultural Council: The grant application for the Plimoth Plantation pass has been completed. Bill Alberti a local poet is writing a grant to secure funding to offer a poetry reading in April. Davis Bates is applying for a grant to perform "This Land is your Land a song and story celebration".

Two additional hot spots have been purchased.

Ms. Gallant will begin using her People Counter again and will include the monthly numbers on her Director's Report. This will be helpful as well to keep track of who is using the library seasonally, especially in the summer months.

### **Programming:**

Kerring Willis presented a program regarding her book "Strange Arithmetic"

The Genealogy group went on a field trip to the Duxbury Senior Center to participate in a Genealogy Forum. NASA Solar System Ambassador Pat Monteith will provide a Solar Eclipse Program on October 14<sup>th</sup>.

Michael Tougias will give a slide presentation on the War between Colonists and Native Americans.

Jane Healey has been scheduled for a program on December 2<sup>nd</sup> at 11am.

### **7 PM Appointment**

Scott Materna, Director of Building Maintenance was in attendance to discuss the Board's concern about the AC system. The library temperature was extremely uncomfortable for a large part of the summer and Trustees are requesting to have the AC unit serviced and inspected to determine how it is functioning. Mr. Materna advised that the AC system is 10 years old and is on the Capital Plan for replacement in five years. Ms. Snoeyenbos would like to see it moved up to FY25 if possible. If FINCOM denies this request, then we would request to have it placed on the Capital Plan in subsequent years until it is approved. The Board considers the library a cooling center for town residents. Though it is not an official cooling center, many residents can come to the library who don't have access to home air conditioning and spend many hours here. Mr. Materna will report his findings back to the Board and discuss this further at a future meeting. The possibility of having an acoustic ceiling installed for energy/cooling savings was also addressed but would be costly as fire suppression would also need to be moved. It possibly would cost more than purchasing a new AC unit. Ms. Gallant will be keeping the door between the main lobby and vestibule closed to help conserve cool air.

The Board also discussed the sign with Mr. Materna. The town will repair the column and someone from the Building Department will be present when the new sign is installed. Ms. Gallant will forward his contact information to the sign company so they coordinate directly with Mr. Materna. The Board thanked him for his time.

### **New Trustee Board Member:**

Diane Ruxton has completed a Talent Bank Form and would like to rejoin the Board as a Trustee. She will need to meet with the BOS and Trustees at a Selectmen's Meeting in order to be appointed. Ms. Gallant will make arrangements and will contact Ms. Ruxton about the appointment. Ms. Gallant will also check with the Town Clerk to see if Ms. Ruxton would need to run for re-election in May or finish out Ms. Schiavone's entire term.

### **Material Access Policy:**

Ms. Gallant provided the Board with a copy of Hopkinton's Statement of Censorship for review. She would like the Trustees to consider adopting the statement as well. After review, the Board agreed to adopt this as a policy which has been titled Material Access Policy.

MOTION: by Ms. Snoeyenbos to accept the Hopkinton Statement of Censorship Policy as written and adopt it as the Holmes Public Library Material Access Policy

SECOND: by Ms. Nagle  
UNANIMOUSLY VOTED

It was unanimously voted to adjourn the meeting at 7:50pm. The next meeting is scheduled for November 14, 2023 at 6:00pm.

Respectfully submitted by

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