

The Holmes Public Library
470 Plymouth Street
12/10/19 minutes from the Board of Trustees meeting

The Board of Trustees held their regular public meeting at the Holmes Public Library on December 10, 2019 at 7:00 p.m. Attending were Trustees – Meredith Goodwin, Chair, Patrick Michaels, Vice Chair, Susan Davey, Ralph Goodwin, and Madeline Flood; and Library Director, Jean Gallant and Assistant Director Marie Coady. Apologies: Paul Delaney. Also in attendance for the first part of the meeting were Eagle Scout Joseph Boardman and his parents.

Meredith Goodwin, Chair, called the meeting to order at 7:01 p.m.

Agenda:

- 1) Pledge of Allegiance
- 2) Approval of the November 12, 2019 Board Meeting Minutes
- 3) Joseph Boardman Eagle Scout project
- 4) Chair's Report
- 5) Friend's Liaison Report
- 6) Director's Report
- 7) Old Business
 - a. Exhibit Policy
- 8) New Business
 - a. Filming Policy (new policy)
- 9) Next meeting date – Saturday, January 4, 2020 at 2:00 p.m.
- 10) Adjourn

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

2) **Approval of the November 12, 2019 Board Meeting Minutes.** The minutes of the November 12, 2019 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 November 12, 2019 meeting. **VOTED:** Patrick Michaels, Susan Davey, Madeline Flood and Ralph Goodwin voted in favor. None opposed. Motion passed.

3) **Joseph Boardman Eagle Scout Project.** Joseph Boardman appeared before the Board to describe his Eagle Scout Project of refurbishing the Ruth Perkins Memorial Garden. This will include pressure washing and re-staining the pergola, sanding and reinstalling the benches, and mulching and edging the garden, removing the cement blocks and reinstalling the aluminum benches, adding a plaque to A. J. La Gambina, who originally installed the pergola as his own Eagle Scout project, and possibly adding a purple martin birdhouse. Discussion included the condition of the benches and their re-installation, and the possibility of providing shade over the pergola, such as planting wisteria or a similar shrub. The Trustees thanked the Boardmans for their time and their interest, and suggested that Joseph feel free to further discuss the project with the Trustees as he felt necessary. The Boardmans left the meeting at 7:21 p.m.

4/5) **Chair's and Friend's Liaison Report.** Chair Meredith Goodwin reported that she had attended the last Friends Meeting. The major subject of the meeting was the Silent Auction which is larger than the prior years. The Friends are considering making a gift to the Library, possibly to cover the cost of new or refurbished benches in the Ruth Perkins Garden. The Friends are also sponsoring the Holidays in Halifax at the Library and have put out a request for donations of cookies from members.

6) **Director's Report.** The Director's Report was distributed to the Board prior to the meeting.

The book chosen for the 2020 Community Read will be “Beantown Girls” by Jane Healey. Programs for the Read will include nursing careers, appreciation of Veterans, and health programs.

The Budget must be submitted to the Town Accountant no later than January 10, 2020. Jean will present the Budget for review and approval at the Board Meeting on Saturday, January 4.

Lights in the building will be replaced with LED lights over the December 21 weekend, the cost to be covered by a grant to the Town from Guardian Energy Management Solutions.

Jean has also been told that funds for new sound panels may be included in the Capital Plan budget this year.

7) Old Business.

a. Exhibit Policy. Revisions have been made to the Exhibit Policy as suggested at the last meeting. Following discussion, a motion was made and seconded to accept the revised Exhibit Policy. **VOTED:** Patrick Michaels, Susan Davey, Madeline Flood and Ralph Goodwin voted in favor. None opposed. Motion passed.

8) New Business.

a. Filming Policy. Jean is preparing a draft of a new policy concerning filming within the Library. This policy will cover issues which may be presented when individuals come into the library intending to film patrons and conditions within the library. The subject will be discussed at future meetings.

9) Next Meeting Date: Next meeting of the Board will take place on Saturday, January 4, 2020, at 2:00 p.m. The meeting will cover the Director’s Review as well as the 2020 Budget. Time of future meetings will also be discussed at the January 4 meeting.

Meeting adjourned 7:55 p.m.

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