

Holyoke Public Library Board of Directors Meeting Minutes

Announcement: None

Facilitator: Jeremy Smith, President

Note Taker: Co-clerk – Susan Carey

Present Board Members: Jeremy Smith, Bellamy Schmidt, Manuel Frau-Ramos, Joan Steiger, Susan Carey.

Incoming Board Member: Danielle Brown

Friends: Sandy Ward, **Director:** Maria Pagan, **Financial Officer:** Andrew Parker

Not Present: Kelly Curran, Owen Humphries, Karlene Shea, George Mettey, roxann Callender

Meeting called to order at 5 PM.

The **HPL Board Minutes for March and April were approved**

Reports

President's Report

Jeremy discussed the vacant positions for new city directors and introduced Danielle Brown

Director's Report

Personnel

- Summer Hours: The Holyoke Public Library will be open from 8:30 AM to 6:00 PM, and open only three Saturdays. Maria will check the HPL website to see if the change in hours is shown there.
- Summer Reading Program: Both the Children's and Young Adult Librarians will run Summer Reading Programs. The Friends of the Holyoke Public Library will donate prizes for attendance at these programs.
- Maria announced that the CDBG grant for cameras was not funded. George Mettey asks Friends representative Sandy Ward if the Friends have any money to help. Sandy said she will look into it.
- Some of the columns in the HPL building need painting. A motion to appropriate \$2000 to paint the columns is made by George Mettey and seconded by Joan Steiger. The motion passes.
- Jeremy asks about lights in the Teen Room. Maria replies in some detail that the problem is not solved, and the saga continues.

Announcements/Reminder—

Next meeting – June 12, 2018 at 5pm • Summer hours – June 4th – August 31st: Monday-Thursday, 8:30am-6pm; Friday & Saturday, 8:30am-4pm • Programs for May – May 14 – Dyeing to Wear it! May 21 – Essential Oils: Chemical free house • MHIC-- Closing plan for December 7, 2018 – preparation schedule?

See **Appendix A** for further details

Finance Committee & Treasurer's Report

Andrew presented

- Three investment management firms were invited to interview with the Finance and Long-Term Investment Committee. Two were able to join the Committee, and the Committee unanimously recommended Harpswell Investment Management LLC.
- Joan Steiger asked whether Cambridge Associates were sent an RFP. Andrew Parker indicated that they were not.
- The Board voted to name Harpswell the new investment management firm for the Library.

See **Appendix B** for additional details

Personnel Committee Report

Bellamy Schmidt

Nothing to report

HPL Realty Report

Bellamy Schmidt

Nothing to report

Friends Report

Sandy Ward

- The Friends of the Holyoke Public Library will no longer be selling merchandise to raise money for the HPL. The Friends have closed their PayPal account, and want to hand their merchandise over to the HPL for the staff to manage. Finance Manager Andrew Parker recommends that the HPL purchase the Friend's merchandise.

MOTION: HPL appropriate \$950 to buy out the Friends of the HPL supplies prior to the dissolution of the Friends.

- Moved by Bellamy Schmidt
- Seconded by George Mettey

The motion passed unanimously.

See **Appendix** For further details

Old Business

- None

MOTION: Adjourn Meeting

- Moved by Jeremy
- Seconded by Susan

Meeting adjourned at 6:00 PM

The next meeting is on Tuesday, July 10, 2018 at 5:00pm