

**DRAFT**

**Board of Trustees**

**Hollis Social Library**

**November 18, 2024**

Trustees present: Sarah Booth, Merle Carrus, Tom Jagatic, Amy Kellner, Jonie LaBombard, Laurel Lang

Trustees excused: Jennifer Squires, Merle Carrus

Trustees attending via video conference:

Also present: Tanya Griffith, Library Director

1. The meeting was called to order at 7:00 pm.

2. Public Input

The meeting was opened for public comment at 7:00 pm. There was none.

3. Secretary's Report – Jonie LaBombard

The minutes of the October 7, 2024, meeting were accepted as submitted.

4. Treasurer's Report – Sarah Booth

Finances are on track. Utilities are currently under the budgeted amount, and gifts are more than budgeted.

|                |  |                    |             |
|----------------|--|--------------------|-------------|
| <b>Motion</b>  | To accept \$3,846.50 as the annual required disbursement from the Rideout Trust. |                    |             |
| <b>Made by</b> | Sarah Booth  | <b>Seconded by</b> | Tom Jagatic |
| <b>Vote</b>    | Unanimous  |                    |             |

|                |  |                    |                 |
|----------------|--|--------------------|-----------------|
| <b>Motion</b>  | To accept the Treasurer's Report as submitted. |                    |                 |
| <b>Made by</b> | Laurel Lang                                    | <b>Seconded by</b> | Jonie LaBombard |
| <b>Vote</b>    | Unanimous                                      |                    |                 |

6. Library Director's Report -

Tanya reviewed the Director's Report. 265 people attended the Trunk-Or-Treat event on Halloween and 534 people visited the library during Trick-Or-Treating. The Minuteman Alarm Company now monitor the library's alarm system.

7. The trustees discussed two reports on the condition of the dome, one done via drone and one by a visual inspection. Since there are no current issues, no action will be taken at this time.

8. Tanya and Sarah attended budget meetings with the Budget Committee and Select Board.

The Select Board agreed to use \$30,600 of the town's ARPA money for the library basement water mitigation issues. Tanya will get three bids. A contract needs to be signed by the end of December to encumber the funds. The warrant article amount will be adjusted.

10.

|                |  |                    |             |
|----------------|--|--------------------|-------------|
| <b>Motion</b>  | To accept the \$1,795.00 bid from Telephone and Network Technologies for the installation of a 360-degree exterior camera. |                    |             |
| <b>Made by</b> | Laurel Lang  | <b>Seconded by</b> | Tom Jagatic |
| <b>Vote</b>    | Unanimous  |                    |             |

11. Various suggestions for a staff appreciation holiday event on a Sunday in December were discussed.

12.

|                |   |                    |             |
|----------------|---|--------------------|-------------|
| <b>Motion</b>  | To hire Amalia DiTrollo as a Library Page and Emma Abate as a 6 hours/week Circulation Assistant. |                    |             |
| <b>Made by</b> | Laurel Lang   | <b>Seconded by</b> | Sarah Booth |
| <b>Vote</b>    | Unanimous   |                    |             |

13.

|                |  |                    |             |
|----------------|--|--------------------|-------------|
| <b>Motion</b>  | To accept the list of holiday closings as submitted. |                    |             |
| <b>Made by</b> | Tom Jagatic  | <b>Seconded by</b> | Sarah Booth |
| <b>Vote</b>    | Unanimous  |                    |             |

14.

|                |                                    |                    |             |
|----------------|------------------------------------|--------------------|-------------|
| <b>Motion</b>  | To adjourn the meeting at 7:51 pm. |                    |             |
| <b>Made by</b> | Sarah Booth                        | <b>Seconded by</b> | Laurel Lang |
| <b>Vote</b>    | Unanimous                          |                    |             |

Respectfully submitted,

Jonie LaBombard

Secretary