

Holyoke Public Library Board of Directors

Meeting Minutes

February 14, 2023

Location: Virtual

Present:

Present	Member
X	George Mettey, President
X	Manuel Frau-Ramos, VP
X	Bellamy Schmidt, Treasurer
X	Wendi Greene, Clerk
	Roxann Callender
X	Johann Rashi Vega
X	Joan Plummer

Present	Member
	Denise Duguay
X	Aaron Morris
X	Jeremy Smith
X	Dr. Tiffany Curtis
	Julia Santiago
X	Thomas Wilson

Also present: Maria Pagan, Director; Andrew Parker, Finance Manager

Call to Order : Meeting was called to order at 5:38 pm

Approve Minutes:

Minutes from , 2023 approved; Motion made and seconded, Motion passed

ANNOUNCEMENTS/PRESIDENT UPDATES: George Mettey:

George attended a meeting with the Mayor, hoping to get some funding from the American Rescue Plan Act (ARPA) for HPL. The city has \$22 million to allocate.

DIRECTOR: Maria Pagan

- Three more Covid Clinics coming up - 2/21, 3/7 and 3/18. All who get the vaccine or booster will receive a \$75 gift card.
- Next week during school vacation week, there will be programs for students. An email will be sent. Aaron will help get the word out to his school.
- Personnel - planning for professional development possibly through HCC.
- Maria will be posting the Financial Manager position by Friday 2/17.
- Municipal Appropriation Budget will be submitted. Maria outlined what this includes. The total is \$835,850.28 being requested. This includes a Security Guard Service, books, energy, etc. Also includes funding for 19 library employees.
- Maria submitted the Capital Plan for the Library. This includes the replacement of shades and carpets, fix the roof leak (the roofer is coming tomorrow to fix the Teen's Room roof), painting and replacement for 3 network switches.
- The CDBG application is due Friday 2/17. Maria is waiting for quotes.
- Jason is putting in a proposal for security guard services for the library.
- MBLC grant: Together for Families - several organizations have expressed interest in being part of this partnership/collaboration.
- Maria forwarded Nancy's report

COMMITTEE REPORTS

FINANCE: Andrew Parker for Bellamy Schmidt

- Andrew gave a summary from Annual Report dated 12/31/2022. Andrew also gave a summary regarding Harpswell. Currently, the library has \$130K in cash. The endowment is at \$6.3 million.

PERSONNEL: Bellamy Schmidt

- No report

HPLR: Bellamy Schmidt

HPLR has \$56K for capital maintenance. Plan to meet to move this money to be used For replacing aging computers.

POLICY: Jeremy Smith

- No report

TECHNOLOGY & INNOVATION: Jeremy Smith

- Technology committee met last month. We are getting an updated list of technology in HPL. Public computers are still running smoothly, but feel many are from 2010 - 2013 - possibly should be replaced. Laptops are not yet circulating, but will be soon. Teen room computers are good for another 5 - 10 years. PLA workshop incentive - possibly

purchasing a smartboard (one estimate has been received - will be more than \$7,000 that the grant covers). Maria shared the History Room computers are the next to think about replacing. \$56,000 is accessible for equipment renewal but money will have to be approved and transferred. Jeremy will get a proposal to replace the computers to present to the Board.

PUERTO RICAN CULTURAL PROJECT: Manuel Frau-Ramos

- No report

MARKETING & FUNDRAISING:

- See Nancy's report. Donations for Fiscal Year 2023 to 1/31/23 \$21,467

LONG RANGE PLANNING:

- No Report

OLD BUSINESS

- No Report

NEW BUSINESS

- No Report

OTHER BUSINESS

Motion to adjourn made by Aaron Morris and seconded by Joan Plummer. Motion Passed.

Meeting adjourned at 6:06 pm.