

Holyoke Public Library Board of Directors

Meeting Minutes

March 11, 2025

Location: Holyoke Public Library Community Room

Present:

Present	Member
X	George Mettey, President
X	Manuel Frau-Ramos, VP
X	Thomas Gilchrist, Treasurer
X	Brenna Levitin, Clerk
	Gabriela Alcántara Pohls
X	Beverlyn Blanchard
X	Jacksiel Colon-Rodriguez

Present	Member
	Denise Duguay
X	Jacqueline Glasheen
	Victor Machado
	Andrew Parker
X	Iohann Rashi Vega
X	Jeremy Smith

Also present: María Pagán, Director; Jason Lefebvre, Assistant Director; Alexandra Aguirre, Finance Manager

Meeting was called to order at 5:38m by George Mettey.

Approve Minutes:

Tom motioned to approve February 2025 minutes, Manuel seconded. **Motion passed unanimously.**

ANNOUNCEMENTS:

- Abstracted staff survey results will be presented in April

PRESIDENT UPDATES: George Mettey

- Semi-final draft of the investment policy is done
- Focus of questions is on returns
- Maria's annual review is done
- 2023 audit complete, engagement letter done for 2024
- City of Holyoke Auditor signed a statement resolving question from auditor about "outstanding loan"

DIRECTOR REPORT: Maria Pagan

- See report (attached)

City Budget

- Mayor agrees to help fund study on electrical grounding
- He already contacted HG&E and the building inspector, neither can do it
- HG&E recommended a 3rd party contractor who will stop by to quote
- Then we'll have 2 quotes (Andy Ramos & new one)
- Assuming City Council approves, we can move forward from those 2 quotes
- AC compressor needs to be started again with RFQ because the Procurement officer left midway through
- Mayor wants compressor to be completed before end of fiscal year
- Resubmitted a budget closer to the full 2%
- Currently budget is with the Mayor to make any tweaks and then he'll send to City Council

Misc

- Contract signed with CyberOptik and they're working on transferring the website
- "Matria" exhibit from Wisteriahurst will be installed here soon

COMMITTEE REPORTS

FINANCE:

Jackie motions to present the HPLC YTD Budget Report Treasurer's Report at the monthly Board meetings and the full Budget vs Actual Report will be made available to Board Members monthly by email. Bev seconds. **Motion passes unanimously.**

PERSONNEL:

- Nothing

HPLR:

- The HPLR Board will meet before the summer with the Mayor, Kelly Curran, Bellamy Schmidt, George Mettey, and Jay Driscoll to discuss the makeup of the HPLR Board

POLICY: Jeremy Smith

- We looked at the Employee Handbook and we confirmed that the City Employee Handbook will supercede our library version so we're waiting to get the final version from the City before we make any changes
- We'll have policies to present next month

TECHNOLOGY & INNOVATION: Jeremy Smith

- We'll meet in a few weeks

PUERTO RICAN CULTURAL PROJECT: Manuel Frau-Ramos

- Volleyball Hall of Fame
- YMCA Holyoke introduced volleyball to Puerto Rico
- Guy who played with the US Olympic team and the UCLA team
- Rick Amon (Peurto-Rican/Irish)
- Meeting with people to discuss getting Rick Amon into the Volleyball Hall of Fame

MARKETING & FUNDRAISING:

- Meeting was rescheduled

LONG RANGE PLANNING:

- Nothing

OLD BUSINESS

- Nothing

NEW BUSINESS

- Nothing

Brenna moves to adjourn. Manuel seconds. **Motion passes unanimously.**

Meeting adjourned at 6:50pm.