

[February](#) *Holyoke Public Library*

Board of Directors Meeting Minutes

Date: July 11, 2023

Recorded by Andrew Parker

Call to Order:

President Mettey called the meeting to order at 5:39PM.

Roll Call:

Present: George Mettey, President; Manuel Frau Ramos, Vice President; Bellamy Schmidt, Treasurer; Joan Plummer; Jeremy Smith; roxann Callender;

Staff Present: María Pagan, Director; R. Andrew Parker, Finance Manager

Minutes:

Joan Plummer MOVED and Bellamy Schmidt SECONDED approval of the May meeting minutes. The motion passed unanimously. There were no minutes to approve for June as there was no quorum.

New Business/President's Report:

Maria introduced the representative of Orion Security. Orion has started services per the new contract.

Director's Report:

Maria Pagan discussed the written report. She will bring a quote for new window shades to the next meeting. Bellamy Schmidt moved to replace the failed smart shades with new remote-controlled simple window shades for the community room, teen room (lower level) and periodicals room (lower level). Joan Plummer seconded the motion, which passed unopposed.

George Mettey commented on the Dwight portrait unveiling event.

George Mettey reminded the Board that Jack Moore will present at the September meeting.

Treasurer's Report:

Bellamy Schmidt gave the Treasurer's Report. Bellamy Schmidt MOVED and Joan Plummer SECONDED that the Library be authorized to expend one-twelfth of its budget appropriation per month on the continued operation of the Library. The motion passed unanimously.

Bellamy Schmidt MOVED and George Mettey SECONDED the establishment of a \$100,000 cash reserve to pay for window shades as a capital improvement to the Library, ex-budget. The motion passed unanimously.

Bellamy Schmidt proposed the establishment of an ad-hoc committee to investigate and present to the Board on the physical needs of the Library, now that the building is ten years old. Joan Plummer and Andrew Parker volunteered to serve on the committee, which the Board approved by consensus.

Bellamy Schmidt MOVED and George Mettey SECONDED the establishment of a \$50,000 cash reserve to pay for carpeting as a capital improvement to the Library, ex-budget. The motion passed unanimously.

Personnel Report:

Nothing to report.

Policy Committee:

Jeremy Smith MOVED to approve the revised security camera and video surveillance policy, seconded by Bellamy Schmidt. The motion passed unanimously.

HPL Realty:

Nothing to report.

Long-Range Planning:

Nothing to report.

Technology and Innovation:

Nothing to report.

Puerto Rican Cultural Project Committee:

Nothing to report.

Marketing & Fundraising:

Nancy Kocsmiersky has sent out the newsletter and fundraising appeal letter.

NEW BUSINESS

None

OLD BUSINESS

None

MOTION TO ADJOURN: The meeting adjourned at 6:44PM on a motion by Bellamy Schmidt, seconded by Manuel Frau Ramos.