

Holyoke Public Library Board of Directors

Meeting Minutes

December 10, 2024

Location: Holyoke Public Library Community Room

Present:

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

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

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

Meeting was called to order at 5:41 pm by George Mettey.

Approve Minutes:

Jackie motioned to approve November minutes, Gabriela seconded. **6 ayes, 1 abstention.**
Motion passed.

ANNOUNCEMENTS:

PRESIDENT UPDATES: George Mettey

- George, Maria, and Alexandra met with an Investment Advisor to discuss the library's Investment/Spending Plan
- The advisor made several recommendations to update our current plan
- George plans to discuss these recommendations further with Alexandra and Andrew
- Hoping to have a draft for the January meeting

DIRECTOR REPORT: Maria Pagan

- See report (attached)

Building updates

- AC compressor now waiting for scheduling
- Electrician is waiting to hear from us because we need to consider what we're putting aside for this in next year's budget
- Need to explore grants for this, fundraising opportunities, etc
- Lighting overhaul may be ~\$200,000

Salary Schedule A

- Ordinance Committee tabled this again in November

Misc

- 1st installment of State Aid was received, it was \$78,441.83
- 2nd installment around March
- 3 candidates for updating the website
- Board approval for adjusting hours during the weeks of Dec 23rd

Brenna motioned to adjust the library's hours to 8:30am to 6pm on the weekdays of Dec 24th and Dec 31st, and closed on Saturdays. Gabriela seconded. **Motion unanimously passed.**

- RFP for snow removal is out

COMMITTEE REPORTS

FINANCE:

- Presentation from Harpswell
- Harpswell is dedicated to serving small nonprofits
- October was a good month, very balanced
- Need to update QuickBooks

PERSONNEL:

- none

HPLR:

- none

POLICY: Jeremy Smith

- none

TECHNOLOGY & INNOVATION: Jeremy Smith

- none

PUERTO RICAN CULTURAL PROJECT: Manuel Frau-Ramos

- none

MARKETING & FUNDRAISING:

- none

LONG RANGE PLANNING:

- none

OLD BUSINESS

- none

NEW BUSINESS

- none

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

Meeting adjourned at 7:41pm.