

Holyoke Public Library Board of Directors

Meeting Minutes

December 9, 2025

Location: Holyoke Public Library Community Room

Present:

Present	Member
X	George Mettey, President
	Manuel Frau-Ramos, VP
X	Meghan Connolly, Treasurer
X	Brenna Levitin, Clerk
X	Gabriela Alcántara Pöhls
X	Jacksiel Colon-Rodriguez

Present	Member
X	Denise Duguay
	Victor Machado
	Andrew Parker
X	Jeremy Smith
X	Iohann Rashi Vega
X	Maggie Whitehead

Also present: María Pagán, Director; Alexandra Aguirre, Finance Manager; Elyse Cann, Board Candidate

Meeting was called to order at 5:36 pm by George Mettey.

Approve Minutes:

Gabriela motioned to approve November minutes as amended, Jacksiel seconded. **Motion passed unanimously.**

ANNOUNCEMENTS:

PRESIDENT’S UPDATES: George Mettey

- Meghan, Allie, and George met with the mayor last week trying to get more money
- Mayor agreed to fund the rest of the fiscal year for utilities (est \$60k)
- Allie will submit the bills to the city
- Mayor also committed to paying for capital maintenance for the building, including emergencies

DIRECTOR'S REPORT: Maria Pagán

- See report (attached)
- Reference librarian left (was part time), make the position full time
- State Aid has been certified
- IMLS executive order has been overturned
- Last 2 weeks of December we'll have shortened hours as previously approved by the Board and the Mayor

COMMITTEE REPORTS

BUILDING & GROUNDS:

- Nothing

FINANCE: Meghan Connolley

- Also talked to the mayor about the security company
- Mayor found an option (partnership with the school across the street)
- George reached out to Jackie Glasheen to discuss maybe sharing the expense
- Jackie is discussing with the Superintendent and will get back to George
- If they agree, we'll need to go back to the guard service about increasing the space and what that would cost
- Need to negotiate with the school about what they want the guard to do for them and how to balance that with the library's needs
- Meeting with Harpswell and requested a report every month in plain language max 1 page about what is happening with our money
- Allie asks for feedback on the report formatting that is shared in the monthly Board meetings
- She requests feedback by email to Allie and Meghan
- Nancy started meetings for minigolf and mentioned she wants to involve the Board

FUNDRAISING & DEVELOPMENT:

- We need to re-establish this committee—table this until next month

NOMINATING:

- Waiting on the Mayor for Elyse

PERSONNEL:

- Reference librarian position will be advertised

HPLR:

- HPLR will meet in April

POLICY: Jeremy Smith

- Community bulletin board policy
- Gabriela motioned to accept the Community Bulletin Board Policy, Denise seconded.
Motion passed unanimously.

PUBLIC RELATIONS:

- Nothing

PUERTO RICAN CULTURAL PROJECT: Manuel Frau-Ramos

- Nothing

SEARCH COMMITTEE:

- 4 candidates, interviewed 1 yesterday
- Today got late notification that one person was withdrawing
- 1 other has declined to be interviewed
- 2 candidates, 1 left to interview
- If the committee is ready to make a recommendation to the full Board, then we need a special meeting (½ hour long) of the full Board to discuss that recommendation

STRATEGIC PLANNING: Maggie Whitehead

- Nothing until we have a new Director

TECHNOLOGY & INNOVATION: Brenna Levitin

- Nothing

OLD BUSINESS

- Nothing

NEW BUSINESS

- Nothing

Brenna moved to adjourn. Gabriela seconded. **Motion passed unanimously.**

Meeting adjourned at 6:41pm.