

Holyoke Public Library Board of Directors

Meeting Minutes

November 10, 2025

Location: Holyoke Public Library Community Room

Present:

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

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

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

Meeting was called to order at 5:34pm by George Mettey.

Approve Minutes:

Gabriela motioned to approve October 2025 minutes, Manuel seconded. **Motion passed unanimously.**

ANNOUNCEMENTS:

PRESIDENT’S UPDATES: George Mettey

- Annual meeting went well

- Main driver is the search committee
- 4pm Fridays meeting on Zoom

DIRECTOR'S REPORT: Maria Pagán

- See report (attached)
- Goals to tie into city goals—tie into internal controls goal
- Other 2 goals are related to the long-range plan
- ½ day on Nov 21st for staff to get training
- City Council hasn't voted to accept the library employees into the City union (NAGE), still tabled (Ordinance)?
- Brenna can't find it on any of the City Council Committee agendas, even tabled
- George has been trying to ask for updates
- Personnel is supposed to present this to the City Council (Kelly Curran & City Lawyer)
- George will send email to Jeffrey Anderson-Burgos, Kelly, Israel Rivera --> what is the protocol for union things
- Maria is trying to put together all the info both hard copy and digitally to give to the next person
- How did the 2nd and 3rd goals come together?
- They came from the strategic plan
- We should have a small Strategic Plan Committee meeting and assess the current plan and make sure it's still good
- The person who's helping the city and the schools with their strategic plans is willing to help us (for charge)
- Maggie reminds that MLBC will facilitate strategic planning for free
- Gathering info stage is lengthy so we should start it in the next year or so

COMMITTEE REPORTS

BUILDING & GROUNDS:

- n/a

FINANCE: Meghan Connolley

- Personnel has \$16k left up to now (July 1st to now)
- We can really only use this for part timers to take extra hours (but not more than 35 hours)
- Procurement issues this month—invoices paid through the city (HG&E, security, etc) were delayed
- Allie has emailed them repeatedly about the delays but no improvement yet
- No idea about State Aid balance because the city hasn't finished the audit yet

FUNDRAISING & DEVELOPMENT:

- Nancy is working on the fall appeal

NOMINATING: Manuel Frau-Ramos

- We have a person pending for the empty space

PERSONNEL:

€ n/a

HPLR:

€

POLICY: Jeremy Smith

- Community Bulletin Board policy will be sent to vote next meeting

PUBLIC RELATIONS:

- n/a

PUERTO RICAN CULTURAL PROJECT: Manuel Frau-Ramos

€ Was working on a project with someone who might have resigned so it may not happen

SEARCH COMMITTEE: Manuel Frau-Ramos

- 16 applicants so far
- More applied to the city directly but did not fulfill requirements
- To get money to get an overlap between the new director and Maria

- 3 staff members applied to be on the search committee, selected 2 of them and recommended the 3rd to mention their thoughts to the 2
- First determine preliminary Zoom interviews (30m)

STRATEGIC PLANNING: Maggie Whitehead

- n/a

TECHNOLOGY & INNOVATION: Brenna Levitin

- € This morning Omar, Entre, and Valley are in communication and are going to be working on that
- € We're working on the new computer replacements

OLD BUSINESS

- € n/a

NEW BUSINESS

- € n/a

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

Meeting adjourned at 6:50pm.