

DRAFT

**Holyoke Public Library Board of Directors**

**Meeting Minutes**

**October 14, 2025**

Location: Holyoke Public Library Community Room

Present:

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

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

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

Meeting was called to order at 5:32 pm by George Mettey.

**Approve Minutes:**

Denise motioned to approve June 2025 minutes, Manuel seconded. **Motion passed (5 yes, 2 abstentions, 0 no).**

Denise motioned to approve August 2025 minutes, Manuel seconded. **Motion passed unanimously.**

**ANNOUNCEMENTS:**

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**PRESIDENT UPDATES:** George Mettey

- Jackie has resigned due to her new position, she is a good contact with the schools going forward
- November meeting moved to November 10<sup>th</sup> due to Veterans Day closure
- Investment manager change
  - Keep Harpswell for the time beginning
  - They did meet their goals
  - There were some communication issues, we're giving Meghan the opportunity to communicate with Harpswell and we'll see if that improves

**Bylaws:**

- You can hold a vote by email between meetings for urgent items as long as it's ratified at the following meeting
- Brenna motions to recommend to the corporators to approve all changes in the document with the exception of Article III Number I and Number VI. Jeremy seconded.  
**Motion passed unanimously.**

**DIRECTOR REPORT:** Maria Pagan

**Building updates**

- HG&E offered us a no-interest loan
- City's Capital Improvement Plan

**Misc**

- Patron wants to donate a cross-stitch from the late 1800s that was created in Holyoke even if the image isn't related to Holyoke
- Patron has offered to pay for any expenses to get it hung
- George asks where we would put it, Maria says the Reading Room
- Brenna says this seems good
- Jeremy recommends that we consult Eileen in terms of the technology for display (UV glass, etc)
- ARIS report has been submitted
- History Room has been completed and Eileen is back in the Room
- HPD wants access to our outside cameras

**COMMITTEE REPORTS**

**FINANCE:**

- Investment policy—add another option to add Private Equities to increase returns
- Brenna asks for examples of private equity companies
- George said the Board would approve the specific private equity companies

## DRAFT

- Geroge motions to appoint Meghan the Treasurer, Denise seconds. **Motion passed unanimously.**
- George motions to change 54900-00 to \$28,000, Brenna seconds. **Motion passed unanimously.**
- George motions to change 42000-00 to \$0 and Endowment line from \$350,000 to \$376,900, Jacksiel seconded. **Motion passed unanimously.**
- Brenna motions to approve budget as amended, Jeremy seconded. **Motion passed unanimously.**

## PERSONNEL:

- Director search ad-hoc committee
  - Reached a consensus of the job description for the Library Director
  - Will send to the rest of us
  - Comprehensive, just waiting to fill in 'Review of resume will begin on \_\_\_\_' and how to include staff and community representation to this process
  - Have the OK from the Personnel Office to post ASAP
  - Wait to include staff and community until we have collected all applications and are ready to review
  - Maria's tentative date is Dec 31<sup>st</sup>
  - Personnel (Kelly, former board member) is willing to serve on the hiring panel
  - Maria will be getting the job listed everywhere including many library-specific places
  - Should we add something more about Holyoke so that if the post goes beyond MA people have more info?
  - Submit resumes by Nov 17th

## HPLR:

- Nothing

## POLICY: Jeremy Smith

- Working on some internal policies

## TECHNOLOGY & INNOVATION: Brenna Levitin

- Website is live
- Network project is still in progress

## PUERTO RICAN CULTURAL PROJECT: Manuel Frau-Ramos

- Nothing

Denise moved to adjourn. Jacksiel seconded. **Motion passed unanimously.**

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**Meeting adjourned at 7:20pm.**