HOLYOKE PUBLIC LIBRARY BOARD MEETING
May 12, 2026, 5:30PM

Location: Holyoke Public Library Board 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
	Denise Duguay
	Victor Machado
	Jeremy Smith
	Iohann Rashi Vega
X	Maggie Whitehead

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

Meeting was called to order at 5:38pm by George Mettey.

Approve Minutes:

Maggie motioned to approve April 2025 minutes, Meghan seconded. **Motion passed with 5 ayes and 1 abstention.**

HOLYOKE FOOD AND EQUITY COLLABORATIVE

- A representative will be at the meeting to answer any questions about the proposed compost hub
- Margot Wise from the Holyoke Food and Equity Collective
- In September 2024 the Dwight St Garden composter started (cedar, rodent-proof, hardware cloth on the inside)

- People bring food scraps and it makes compost primarily for the garden and also members can take some, too
- Free to use, just need to do a short video training and quiz
- They got another grant for another set of these
- Beneficial to the whole city by reducing trash, landfill, etc
- They provide the “browns”
- No smell or bug concerns with the Dwight Street composting station
- George asked what the expected membership is
- Margot said the capacity is approximately 50-60 households
- Space requirement is a 12’x4’ rectangle plus some room in front for managing it
- Maggie asks if there are any issues with trash in the browns cans; Margot says the MOU says the Holyoke Food and Equity Collective is responsible
- George asks who’s responsible for any damage/issues with the compost station
- For this one, they would need to have a day when members come pick up the compost since there isn’t a place to pile it at the library
- Allie asks about insurance liabilities
- Is there anything the library would be responsible for besides providing the land?
- Give Holyoke Food and Equity Collective credit and refer people to them if they have questions
- Allie requested in-person workshops
- Margot said the online sign-up is a barrier for some people, so they now go to Neighbor-to-Neighbor to teach people and sign them up in-person
- Brenna suggests putting locks on the browns bins to prevent littering/needles
- George asks when they need an answer
- Margot says it would need to be built before November, and ideally sooner to get people involved before it gets cold
- George says the Holyoke Public Library Realty Corporation needs to make this decision
- They need the liability info to present to the Realty Corp

George made a motion to say that the Board supports this community compost hub project being at the library. Brenna seconded. **Motion passed unanimously.**

PRESIDENT

- Concerned about the endowment and how much it’s making
- Requested feedback for the remainder of the fiscal year (June 30th) for how much the full FY26 will have made
- So far we’ve withdrawn $250,000, George doesn’t want to withdraw anything else if possible in FY26

- There's money in State Aid but the City isn't making it easily accessible and isn't good at paying invoices on time
- George will invite Jack to answer questions
- Meghan will explain how they want the Harpswell report changed and George will pass it on

LIBRARY DIRECTOR'S REPORT

- Announcements
    - CIPA Computer/Internet policy statement
        - The Holyoke Library is committed to providing a safe and productive environment for all patrons. To qualify for CW MARS E-rate discounts for Internet access or internal connections, the library is required to do the following. In accordance with the Children's Internet Protection Act (CIPA) [Pub. L. No. 106-554 and 47 USC 254(h)], the Holyoke Library adopted a Computer Use and Internet Access Policy on 5/14/24 to ensure the safe use of library computers. The library uses Sonic Wall to filter all its computers, and access to the internet through its network, to protect against access to obscene visual depictions, child pornography, and/or other material harmful to minors, as required by law. Library filters block specific sites that could be offensive to some users. The library also encourages staff to guide minors away from materials that may be inappropriate.
- Building Updates
    - Rain garden (central area in the parking lot across the street)
        - Clean-up in process using grant funding from the city (things are tagged to retain)
        - Community event to plant in there
    - Emergency doors
        - All doors are fixed now
    - Sharps kiosk update
        - Director of the Board of Health has moved to another job so this is in limbo
        - Mayor may be the one deciding where these go if the grant comes through
        - Grant hasn't been approved yet
    - Hit and run on May 6th that damaged a light pole that's not in a critical place so we'll investigate capping it instead of replacing it
- Staff Updates
    - Fully staffed since April

- Statistics
    - Excel document emailed
- Requests
    - None
- Next meeting date
    - 6/9/26

FINANCE REPORT

- Cashflow
- We could withdraw to a secondary product where it can earn a higher interest rate instead of putting it directly into the library's bank accounts
- Brenna asks for the overhead if Jack manages a secondary product vs Allie managing it
- Nancy changed her job description and title (Donor Management Associate)
- Mini-golf makes little to no money

COMMITTEE REPORTS

- Puerto Rican Cultural Council
    - Partnership between Puerto Rican Cultural Project and Holyoke Volleyball Hall of Fame
    - They will have a round-table event at the library
    - Mayor wants to have another event later near the Fiesta Patronales
    - Manuel got an email from Rep Pat Duffy saying the funding for this PR Comics project is in the next year's State budget to get some of the exhibit from the NYPL
    - Carlos Vega Social Justice Fund event is May 28th 4pm at Wisteriahurst is honoring Manuel Frau Ramos

OLD BUSINESS

- Nothing

NEW BUSINESS

- Nothing

Manuel moved to adjourn. Meghan seconded. **Motion passed unanimously.**

Meeting adjourned at 7:13pm.