

Holbrook Public Library
Board of Trustees Meeting Minutes
Monday, January 12, 2026 · 6:00pm

In Attendance:

Amy Mills, Chairperson
Susan Murray, Treasurer
Kerry Sullivan, Secretary
Katherine (Kate) Gomes, Library Director
Shane Indeglia, Asst Library Director

- 1) Amy called the meeting to order at 6:02
- 2) Previous meeting minutes were unanimously approved at 6:03
- 3) Citizen's Comments – No citizens present
- 4) Last Month in Review: Statistics and Reports from Library Staff
 - a) Stats: Low numbers because of the closures due to holidays and new years
 - i) Plenty of adult patrons are using the computers
 - ii) Door count needed to be restarted in December to include the counter from all three doors. Backdoor (by teen center) added into patron count.
 - iii) Circulation is experiencing an anticipated lull – typical for December/January
 - iv) Great attendance at the Children's events – kids loved the sing-a-long!
 - v) Every-household mailer is going to go out this month to advertise the events and offerings the Library has.
 - b) Staff Reports:
 - i) Kate:
 - (1) Attended lots of meetings with Shane!
 - (a) Strategic Planning
 - (b) OCLN Members Council – Perhaps decrease Night hours, not as many Patrons coming to the library at nights anymore
 - (c) Programming meeting – already planning for the summer!
 - (d) HPLF meeting: Looking for new members (Amy has left the group) (Friends are also looking for new members!)
 - ii) Shane:
 - (1) New ILS training starting to make sure that everyone has been trained and has access to the trainings – Go Live date is 4/30!
 - (2) Attended first official Strategic planning and will meet monthly until new plan is ready and submitted
 - (3) Weeding NF and biographies
 - (4) Working with Catherine to offer basic computer courses. Rotating each week teaching a class
 - iii) Steph:
 - (1) Began the big weeding project – non-fiction and picture books
 - (a) Toddler Rave was so fun for Noon Years Eve!
 - (b) Lots of working done for Strategic planning with the Teen Advisory Board
 - (c) Already preparing for Summer reading as programming fills up fast
 - iv) Jess:
 - (1) Selected large print and fiction books for purchase
 - (2) Weeding audio books and mass market paperbacks from the adult collections
 - (3) Books by Mail is going well and she's hoping the winter mailer will solicit more patrons
 - v) Gina:
 - (1) So excited we got approved for our Worm Farm grant from Let's Go Compost!

- (2) Working hard genre-fying the children's areas
- vi) Catherine:
 - (1) Teaching computer basic classes weekly with Shane and alternating who is teaching each week
- vii) Patty:
 - (1) Wrapped up Voices & Votes – over 800 people came and visited the exhibit.
 - (2) Harley Quinn stickers and trading cards are here for our animal
 - (3) Enjoyed helping with Toddler Rave
 - (4) Received a grant from Indie Lens to host 3 documentary film screenings – will coordinate with Code Blue/HCAM
- viii) Melanie: The first month of The Book Drop recommendation program has started- 9 patrons participated in January
- ix) Vince:
 - (1) Experimenting with new spreadsheet to help with organization
- 5) Ongoing Business
 - a) No updates on Actions taken at Previous Board Meetings
 - b) Building
 - i) DPW came in to work on outdoor trim around the doors and other contractor projects
 - ii) Coming every 3rd Friday of the month for pest control
 - iii) Mass DEP came to look at the asbestos and their quote for abatement is \$50,000
 - (1) Suggestion made to add in a drop-ceiling to cover up and avoid the removal. Could run the HVAC through the drop ceiling
 - c) Budget
 - i) Would need to go to Capital Planning Committee to ask for the money for the abatement
 - (1) Even if HPL leaves this building, someone from Town will move in and town should want to invest the money into it
 - d) Updates from Friends and Foundation
 - i) Amy left the Foundation board – any interested new members should address Jonathon and Russ
 - ii) Friends are also looking for more members
- 6) New Business
 - a) Nomination for Community Preservation Act (CPA) Study Committee – Sue agreed to be Library Board of Trustees representative
- 7) Next meeting date and time – February 23rd at 6PM
- 8) Adjournment – 6:43PM