



**Monthly Meeting Agenda of Board of Trustees
Haston Free Public Library
161 North Main Street
North Brookfield, MA
February 3, 2025 at 6 PM**

1. Call to order and welcome to our new Library Director Lia Tulip
2. Approval of minutes from meeting of January 6, 2025 and special meeting of January 13, 2025
3. Library Director's report
 - A. Circulation statistics
 - B. Financial report
 - C. Library programs and activities
4. Old Business
 - A. Committees
 1. Finance Committee FY 2026 budget
 2. Capital Improvement Committee and building issues
 - (a). CMRPC representative Joe Ferguson
 - (b). MIIA insurance claim for lower level air quality, possible mold issues, damages
 - (c). Potential building envelope study
 - (d). Library Building Maintenance Committee (LBMC)
 - B. Ad Hoc 130th birthday update
 - C. Renaud/Edge Automation HVAC, temperature controls, legacy equipment issues
5. New Business
 - A. Review of Two Staff Minimum Policy
 - B. Lighting issues, MASS Save Small Business energy audit, and lack of availability of fluorescent lamps
 - C. Job descriptions for Youth Services Librarian and Librarian Assistant
 - D. Timeline and procedure for hiring Youth Services Librarian and Librarian Assistant

Adjournment – Next monthly meeting on March 3, 2025

Agenda items listed are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may be discussed, and other items not listed may be brought up for discussion to the extent permitted by law.