

Board of Trustees Meeting, December 6, 2016

Present: Bill Benson, Ed Berlin, Doris Cowdrey, Becky George, Janine Greaves, John Howland, Joseph Ruggeri, Karen Larabee (Friends), Ellen Boyer (Director), Lisa Prolman (Ass't Director)

Public: Matt Blumenfeld, Charlie Urquhart, Joannah Whitney, Bob Williford

Meeting called to order at 5:30 pm.

- Changes/additions to the agenda -- moving FDA after approval of minutes
- Public Comment -- none
- Approval of minutes from previous meeting. Moved by Becky, Janine seconded; passed.
- New Business
 - FDA Study Results
 - 7 people interviewed
 - Potential amount of donations here was impressive; recommendation is to set a goal of \$2 million with the possibility of raising it to \$3 million
 - Having meetings in Greenfield Room illustrated need for a new facility.
 - Programs highly praised -- Friends and Experience the Book parties
 - Ellen and staff recognized for professionalism and work
 - Observations
 - New building will allow library to be what it should be; resource for town and county; boon for school-age population; opportunity for teen programs to keep kids out of trouble
 - Parking an issue; news about new garage welcome
 - Negatives
 - Outside building design found to be unattractive
 - Some thought it was too big for the space
 - Parking
 - Accessibility and insufficient restrooms in current building
 - Communication about events could be improved
 - Concern about need for project with other projects that are/will be going on in town and taxes being raised
 - 97% favorability toward project
 - Good scores on outreach and visibility; suggestion of a series of articles on what library does and could be
 - Capital Campaign
 - 91% of responders in favor of campaign (note: doesn't represent community as a whole)
 - segued into discussion of most important needs -- children; teen; programming space; technology hub; what a new building could allow library to do
 - sense that municipality should pay its share
 - 93% said they would contribute to a campaign
 - Less interest in people serving on the campaign committee; not necessarily willing to serve but willing to introduce FDA to others or make a few calls
 - Timeline has been put together, but much depends on grant announcements and what is happening in town; could wait until grant announcement; recommendation is not to wait to start campaign; data in report is time sensitive
 - Administrative support is generally needed for projects like this; also needs office space -- desk, computer, filing cabinet -- that can be kept confidential
 - Continue work with state legislature, town officials, etc.
 - Once plans more formalized, need to have events to promote and accelerate the education process
 - Keep MBLC up-to-date with what is happening with fundraising
 - FDA Contract
 - working on with Matt

- timing and services discussion
 - going at least through the end of 2017
- Friends Report
 - Annual appeal is over \$11,000
 - Bohonowicz fund at about \$8,000; will keep money separate and earmarked for children's expenditures; family hopes to keep going with fundraising; wants to memorialize Janice through the library
 - next book sale is 12/10.
 - \$4,900 raised on fall raffle; netted about \$4,100
 - Friends are changing what they want to be in the community; leaning more toward outreach to bring community into the library and see what a new building could be
 - Love your library basket raffle in February; poetry contest in April (publishing book of winners to sell as fundraiser), Spelling bee in June
- Old Business and Committee Reports
 - Building Committee
 - Grant application is well in hand
 - Sections are in process or done; will have compiled by 12/30 and reviewed by 1/10/17 to submit to MBLC before 1/27/17 deadline
 - Mayor still wants us to wait until vote takes place for public safety complex before approaching Council.
 - Change with MBLC regs, will now look at the value of the land as a contribution from the town as part of the reimbursement
 - Foundation
 - Met on November 10 at GSB with enough people to start board
 - Information will be going to lawyer soon
 - Question about relationship of Capital Campaign to Foundation; makes more sense to have campaign run under the auspices of the Foundation with trustee liaisons. FDA helps build campaign committee
 - Becky will be talking to members to get additional information about them; Becky will be President with Joe as VP
 - Adopt-a-Councilor Project -- none
 - Policy Committee -- Meeting Room Policy
 - Ed attended a seminar about meeting room policies
 - bottom line is we cannot restrict people from using the room based on the content of their speech
 - there are ways to limit who uses the room for what but sense of library is we should be more open, not more restricting
 - one of things to look at is the time frame issue; how much in advance do reservations need to be?
 - will present recommendations at January meeting
- Director's Report
 - Application due in 50 days.
 - About 1/3 of application is completed.
 - Almost everyone has either turned in their section or have come to Ellen with questions
 - December 30 is a feasible deadline
 - Getting some of the information we need from the architect is difficult due to number of libraries firm is working on.
 - Will explore options for accessing 'binder' once it is done.
 - ALICE (shooter event) training done by the town was attended by library department heads.

Motion to adjourn made by Becky, seconded by Janine; Passed.

Meeting ended at 6:45pm.