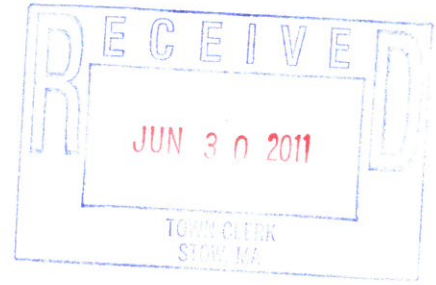


Randall Library Trustee Meeting Minutes

May 25, 2011

Meeting called to order at 7:30 p.m.



Present:

Susan Wysk, Tim Reed, Rob Aldape, Harry Donahue, Amante Gaines, Barbie Wolfenden

Absent:

Jane Epstein, John O'Keefe

Visitors: Charlie Kern, Jim Sauta

Chair's initial remarks:

- Welcome to new member, Barbie Wolfenden
- Nominations moved, seconded and approved to retain Tim as Chair, Rob as Treasurer, Barbie for Secretary.

Secretary's report:

Accepted. Harry Donahue gave Secretary a copy of the LRP, 2008 – 2013.

Treasurer's report

- Currently \$541 in accounts with a 63 /35 split between equities and bonds.
- Rob asked about charter of trustees; Susan will check with Linda Hathaway, Town Clerk for a copy

Director's report

- Getting ready for summer
- Circulation numbers are down. The surrounding "beautiful" libraries have increased their circulation numbers owing to big facilities. more staffing.
 - We are 6th in circulation in MA, per employee.
 - We have 2.8 full time employees (FTE's).
 - Medway was decertified and called Susan to build a case for restaffing, but discovered we are worse off than they.
 - Statistics for checkouts
 - Jan 2010 – April, 2011 7229 checkouts (7825) Down 8 %
 - Jan. 2011 – April, 2011 (Down 10%)
 - July 2010 to today (Down 10%)
 - Renewals are counted as checkouts and accounts can renew at home but the owning library gets the count
 - Final numbers go to state.

Discussion followed re falling circulation. We are a net lender. Cambridge is a net borrower.

Chairman's Report:

Comments on Public Forum

Tim summarized Forum, reiterating his presentation of the four options: Build new library, Move to Pompo, Renovate, Do nothing.

Town's attendees gave many suggestions involving topics such as traffic pattern, moving upstairs back to original library, space issues, etc. See Appendix for Secretary's report on specifics.

Comments included idea that Pompo is problematic re square footage and multiple group use. Concerns also voiced about the timeline for getting state grant money - making portion of space unused. There were not many suggestions as to where a new library could be placed.

Board Discussion

- Mike Moretti's garage is "falling down" and it's a possible place (used to be a barber shop.) Perhaps, however, he has renovated it recently re Rob.
- CPC funds would be available for the design and renovation of building.
- Amante and others felt the participants at public forum want the library to stay here but Harry felt the figures could be more like 50 / 50.
- New Library
 - There is space behind Pompo that is possibly buildable. Issue: Is it wetland? Are there old farm contaminants? We would have to begin a due diligence research. Important since the discussion of the use of Pompo space is coming up. We requested 16,000 square feet for financial help if we go to Pompo based on preliminary study. Tim felt we can adjust size request later to make less of an imposing footprint if necessary but Rob felt once we propose space, the figure should not be changed.. We would have to go to town meeting to debate. State requires the square footage.
- Use of space in current building
 - Amante suggested we need to be involved with the town's Capital Planning Committee. She also commented that although she may have a personal choice regarding the library's future, she wants the Board to represent the people's wishes too.
 - Susan suggested we turn the flat patio into library space, the basement area to be children's area, and upstairs would be adult section. The historic fireplace room would be a reading room. Drawback: covering the patio might negatively change the appearance of old building.) Patio today is a

- big liability. Tim mentioned that we need to prioritize our activities and develop pricing (we don't know today's cost estimates for staying put.)
- Discussion about possibility of a new fire department building that might drain town funds. (Current station can't fit a ladder truck.) Charlie Kern mentioned they would probably expand out back of property and also considering moving station to Pompo building, against needs / wishes of Lake Boone people who would not like to see station moved further away.
 - Tim noted that we are starting to ask for money. It is critical to get design plans; fire dept. putting its ducks in order. We don't have our name out there for anything. We need to start coming up with plans.
 - More discussion re staying here. Moving adults upstairs may require more staffing. One suggestion; run a satellite program at the COA if we were to stay here. Susan felt this an "extremely bad idea." Dilutes the little staff even further." Tim's reasoning - COA will need library services.
 - The Pompo Use Study Committee is going to put out an RFP – those people will define library needs. More footprint than details (bathroom, ramps, etc.) but some level of detail does need to be worked out., e.g. renters, food pantry, COA, recreation center, plus library. Cost est. for this plan will be \$50K.
 - We, too, would need to estimate cost of staying for information of voters, re Barbie. Fall town meeting will put these proposals up for a vote. There was a differing of opinion as to when cost information would be needed.
 - Re Tim: If we were to talk to State Library Commission, there is a need to submit for grant within next year. Pompo proposal would require much detail.

We will make a decision in June regarding our decision as to Board's opinion on options.

Action items;

- Tim and Susan to see Rosemary re Pompo – Board to be notified
- Tim to call Bob Wilbur to ask about Community Preservation Council (CPC) monies.
- Amante will call Conservation Commission to get a sense of their knowledge of the parcel of land behind Pompo
- Susan to get the Library Board's Charter – legal / formal scope of responsibilities from Linda Hathaway, Clerk.

TBD

Mike Moretti property discussion. Harry suggested the initial approach should be done by a professional real estate person.

Meeting adjourned 8:55 p.m.

Respectfully submitted,
Barbie Wolfenden, Secretary

