

**Wayland Free Public Library
Library Planning Committee
Minutes of Meeting on June 17, 2015
Community Room, Wayland Public Safety Building**

Present: Lynne Cavanaugh, Christine Cipriani, Gretchen Dresens, Tom Fay, Jen Gorke, Vicki LaFarge, Lynne Lipcon, Daryl Mark, Sandy Raymond, Barbara Scolnick, Thom White

Ex Officio: Ann Knight

Call to Order at 7:12 p.m. by Tom Fay, Chair of the Library Planning Committee
A quorum was present.

Tom Fay mentioned with reference to a potential choice between renovating the current library building or relocating the library in a new building that a zoning variance might be necessary for an addition, although tying into the waste water treatment at Town Center might be possible in order to free up land on the site by eliminating the septic field, based on his recent conversation with a member of the town's Wastewater Commission. Thom White suggested that buying a strip of adjacent land would also help satisfy other requirements with regard to impervious surfaces and parking.

Minutes of Previous Meeting were accepted unanimously.

Tom Fay reported that in the morning the staff of the UMass Donahue Institute had presented to the Trustees the library survey they conducted and distributed copies of "Highlights of a Survey of Wayland Households," June 17, 2015, and the "Technical Report of Survey Results," prepared May 14, 2015, to the Committee. He said the survey was important for the charge of the Library planning committee:

1. To recommend whether or not the Trustees proceed to investigate a new building or a renovation;
2. And if the recommendation is to proceed, then to recommend sites for a new building in addition to the current one.

Tom referred to some items in the survey. The response rate of 16.4% (875) of all Wayland households (5,320) was considered a good rate. Frequent library users, daily, weekly, monthly, were 78%; infrequent users, every other month or less, were 22% (2% never used the library), but 40% of them frequently used other libraries. 52% of all respondents regularly used libraries in other towns, and comments are in the report. Females and residents 65 and older were overrepresented. The survey clearly indicated that an improvement in the physical plant was favored: 73% were likely or very likely to support renovation, 50% were likely or very likely to support a new building; some comments are in the report. Highlights of satisfaction with aspects of the library did not include the number who "didn't know."

The discussion by Committee members also noted: the support for children's services; Wayland population growth is in the very young and older segments; people like what they know; computer use and interest were greater among younger people; interest in community programs the library offers.

Tom briefly reviewed the visits to other potential sites that Committee members made.

Town Center: A lot off Andrew Road behind the Ace Hardware store now under construction (not the former daycare building near rte. 20). Town does not own the land, and ownership would likely not be possible for this round of state subsidies for library buildings. It is the most complicated because of unknowns.

Old DPW on Rte 27 near Middle School: Town owns the land. Middle School has direct access, and High School students can bus or walk. Another town department could share the space.

Current building: Location is central but building is old. Parking is a problem.

Vicki LaFarge reviewed the highlights the Committee members discussed during a debrief on their visits to other libraries. The libraries that were most engaging and noteworthy were those that were considered welcoming, comfortable, functional and flexible.

1. Functionality was a key element: for example, lighting, open plans that allowed sight lines for staff, private rooms for individual and group study, effective signage, large meeting rooms that could be subdivided, meeting rooms that could be accessed separate from library opening times.
2. Flexibility was another key element: for example, ability to subdivide meeting rooms; meeting rooms that could serve multiple audiences; shelving that fit more than one size of material.
4. The specific community and the needs of its population may determine library specifics: for example, a large number of stations with dedicated computers may be less needed in communities where most families have personal computers. Good Wi-Fi access and plugs for personal devices may be more important.
5. Location influences usage: for example, libraries near schools reported after-school usage by students.
6. Impression of the library and how well it worked sometimes was influenced by the time of day of the visit.
7. Bigger was not necessarily better; several of the smaller libraries struck the group as very functional and effective.
8. Creativity and whimsy seemed an especially good way to engage various populations: for example, animal chairs and other decorative motifs in children's room, diner booths in teen rooms.
9. Goals for the library and the role it will serve in the community should influence design: for example, if a goal is to promote innovation, the library may include maker spaces.
10. Approvals by some towns for improved library buildings took more than one effort.
11. As the Committee continues its work, it may be useful for the entire group to revisit some libraries, such as Bolton, Cambridge, South Hadley.

The next Committee meeting will decide what to recommend to the Trustees: whether to apply for the state grant from the MA Library Building Commission and if so, which sites to consider. The Committee report to the Trustees will be divided among Committee members and will clearly explain the recommendation.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,
Barbara Scolnick
Acting Secretary