

**Wayland Free Public Library
Library Planning Committee
Minutes of Meeting on October 7, 2015
Public Safety Building**

Present: Lynne Cavanaugh, Christine Cipriani, Gretchen Dresens, Tom Fay, Aida Gennis, Neil Gordon, Jen Gorke, Anne Heller, Judith Hoyer, Ann Knight, Vicki LaFarge, Lynne Lipcon, Daryl Mark, Sandy Raymond, Betty Salzberg, Barbara Scolnick.

Call to Order at 7:05 p.m. by Tom Fay, chair of the Library Planning Committee

Public comment There was no public comment.

Minutes of Previous Meeting

The minutes for the meeting of September 21, 2015 were approved unanimously.

Update from Library Trustees regarding status of proposed TM Warrant Article

Ms. Gennis reported the meetings that the Trustees had with town committees. The Trustees gave presentations to the new WRAP committee, the Recreation Board, the Historical Commission and the Council on Aging since our last meeting.

During our last meeting on September 21, Ms. Gennis and Ms. Knight met with the Finance Committee. Also, on September 28, a presentation was made to the Board of Selectmen.

A presentation is being made during this meeting to the Board of Public Works.

A presentation will be made tomorrow, October 8, to the Conservation Commission.

The Board of Selectmen warrant hearing will be on November 2 in the large hearing room. Questions will be asked and we may need to be prepared with responses.

Our Warrant article will be number 6. It is preceded by three housekeeping articles which should be treated quickly and two articles which may have more discussion, one to purchase the municipal pad from Twenty Wayland and the other to set a different time for Spring Town Meetings. An article about the Rail Trail may be number 7, and then there are several more articles.

We will be asking people to speak at the Town Meeting in favor of our article.

The warrant will be printed this Friday, October 9 and be mailed next week.

Ms. L. Cavanaugh asked if we should wait for the WRAP report, which is to study the best use of parcels in town, before acting. Ms. Gennis explained that the WRAP report will not come out until January 2017, and we must act much earlier to prepare materials for the state grant application.

Spread Sheet Discussion

A detailed spread sheet was handed out outlining planned activities in support of the warrant article. The members went through the spread sheet item by item. Some of this discussion follows:

Letters to the Editor

Articles and letters to the editor must be written every week before the Town Meeting. Mr. Fay has already sent in a Guest Column, as has Ms. Gennis.

Ms. Knight will post information including Q and A and press releases on the library website.

Some points to use in letters are the current deficiencies of the library, the narrow window of opportunity to obtain a state grant, the scheduled open houses including tours of the library and a request to come to town meeting to vote.

Some volunteers were solicited to write letters to the Crier in the three weeks preceding the town meeting.

The Upcoming Open Houses

Two open houses are scheduled, on Saturday, October 24 from 1 to 3 pm and on Thursday, November 5, from 7 to 9 pm. Committee members were asked to attend to explain how other libraries are different from ours and have some features we would like to add.

Sites for displaying and distributing materials

Flyers or signs will be left at the Friends book and bake sale, the library, the landfill, and the town building.

Emails to Friends

It is important to send emails to your friends asking them to go to town meeting. Ms. Heller asked Committee members to send her names of 5 to 10 friends. She wants to make sure people do not get large numbers of email messages, so would send back a culled list to each member. Ms. Gorke thought having a small number like two or three messages sent to one person would be OK.

Emails to people who often attend town meeting are especially desirable.

Library functions versus Community Center functions

There was a discussion concerning distinguishing the functions of a library from the kind of Community Center being planned by the COA/CC (Council on Aging/Community Center) Committee. Some of the functions do overlap just as they also overlap with the high school and with places of worship. All of these provide space and activities for some segments of the community. However, the COA is targeted

towards seniors and what we understand about the COA/CC programs that are not just for seniors is that some seem to be similar to those provided by the Recreation Department: sports, art, fitness classes, for example. Library functions tend more towards literacy and education, for example English as a Foreign Language, tutoring help, reading to children, use of computers. Also, the library services occur during all the time the library is open both day and night and the COA has services during the day. Recreation programming varies with programming for all ages during the day and evening. At the library, we also see people “hanging out” without particular programming or an agenda, and the library serves all segments of the population and all age groups from the cradle onward. It was also mentioned that Wayland has 13,000+ residents and these three functions serve the population well.

Next Meeting

There will be a meeting from 6pm to 7pm on November 5 right before the second open house.

Meeting adjourned at 9 p.m.

Respectfully submitted by Betty Salzberg.

Documents distributed:

Agenda for October 7, 2015 Meeting

Minutes of September 21, 2015

Spread sheet of actions in preparation for the Town Meeting