

**Wayland Public Library Board of Library Trustees  
Minutes of Meeting November 16, 2011, 8:30 a.m.  
Raytheon Room, Wayland Public Library**

**Present:** Library Director Ann Knight; Trustees Sally Cartwright (vice chair, presiding), Anne Heller, Nan Jahnke, Thaddeus Thompson

**Absent:** Trustees Aida Gennis (chair), Lynne Lipcon

**Call to Order:** 8:34 a.m.

There was no public comment. Two guests joined us for the first 30 minutes: our interior design consultant, Elizabeth von Goeler, and the Town's facilities director, John Moynihan

**Interior Improvements**

Ms. von Goeler presented a new design for the overhead light in the Rotunda. After consulting with Keith Yancey, an architect with LEM Partners who specializes in lighting design, it was determined that a pendant bowl design, favored by some of the trustees, would not provide enough reading light at floor level. The new design, incorporating two rings of lights (one lighting upward, the other down) was approved unanimously. Mrs. Knight will work with Ms. von Goeler to prepare the necessary specifications, bid documents, and other materials, including a new rendering of the light fixtures and samples of possible metal finishes. The light will be purchased with funds from the Draper Fund, subject to the Board of Selectmen's approval.

Ms. von Goeler also presented four possible seating plans for the Rotunda, which the trustees discussed briefly.

Mr. Moynihan confirmed that carpet is forthcoming for the three interior stairways (the stairs from the main entrance, the staircase to the balcony, and the staff staircase to the first floor).

**Exterior Improvements**

Mrs. Cartwright reported that Mike Kennedy, a local landscaper, has renovated the small garden area to the left of the lower entranceway and has pruned the shrubbery to the right. Mrs. Heller is arranging for a sign to be made acknowledging his company's donation of time and labor, as well as funds for the project from the Friends.

Mr. Moynihan reported that he had instructed the Department of Public Works to remove all the ivy from the library building, following trustees' concerns that it had grown out of bounds around some windows, louvers, and gutters. After reviewing Mr. Thompson's recent research into ivy maintenance, along with the results of a spot inspection by local mason John Cappellucci (which found the bricks and mortar to be sound), the trustees asked Mr. Moynihan to rescind that cut-down order and arrange for annual trimming instead; Mr. Moynihan agreed to do so. Mr. Thompson will send Mr. Moynihan copies of his research, along with a diagram of areas needing trimming (if available); Mrs. Knight will remind him to include the cost of ivy maintenance in his FY13 budget.

**Traffic Redesign and Thoroughfares**

Mrs. Knight reported that recent road work at the intersection of Concord Road and Sudbury Road (Routes 126 and 27) had been disruptive to library traffic, as expected, but work will be done soon. The trustees reviewed plans for the new light placement and new traffic pattern and again expressed concern for patrons attempting to turn left from the library parking lot after the new signal is installed.

Mrs. Knight reported that a patron had fallen in a hole that seems to have opened up recently beside the sidewalk outside the library. The patron appeared unharmed, an accident report was filed, and the

hole was filled.

### **The minutes of October 19, 2011**

The minutes of last month's trustees' meeting were unanimously approved.

### **Financial and Statistical Reports**

Financials are on track and circulation is up slightly. Mrs. Knight reported that the library was very crowded during the unusual snow storm in October, which left many residents without heat and electricity. Every seat and parking space was taken.

### **Facebook Page**

The trustees praised the library's new Facebook page; Mrs. Knight reported that Twitter may be coming soon.

### **Joint COA-Library Feasibility Study**

Mrs. Cartwright reported that Mrs. Gennis had not yet received a response to her recent letter to the town administrator, Fred Turkington, and the town facilities manager, John Moynihan, requesting a peer review of the schematics prepared by GMI Architects for a proposed joint facility for the Library and the Council on Aging at the new Town Center. Some discussion ensued about the disposition of the building currently standing on a portion of the municipal pad at the Town Center, and whether it might be suitable or even desirable for use by the Council on Aging, as sole occupant.

### **FY13 Budget Discussion**

The Draft FY13 Budget and accompanying narrative prepared by Mrs. Knight were reviewed and approved unanimously. The proposed total budget is \$968,750. Mrs. Knight reported that she had not yet received feedback on the draft from the Library's liaison on the Finance Committee, Paul Grasso, but noted that the draft presents an essentially level-funded budget and incorporates certain line item changes in keeping with suggestions from the town's finance director, Mike DiPietro. Mrs. Knight also pointed out that there were no significant turnbacks from the Library to the Town in FY11.

### **Gossels Fund Program**

Mrs. Cartwright presented several options for the Library's periodic Gossels Fund Program, which had been forwarded by Mrs. Lipcon. The trustees voted unanimously to present Theatre Espresso's work "Uprising on King Street: The Boston Massacre" in Spring 2012, on a date to be determined. According to Mrs. Lipcon, Theatre Espresso challenges its audiences "to make critical judgments, explore social relationships, reflect on the role of law and human rights in our society, and examine accepted truths about the history of America," a mission that accords with that of the Gossels Fund gift. The cost of the production is \$1,550.

### **Trustees' Reports and Concerns and Old Business**

Mrs. Cartwright inquired about the Library's role in the Town's annual Holiday Open House, which this year will be held on December 4. Mrs. Knight reported that attendance is often low, but that a short program is usually appreciated by patrons. Mrs. Cartwright will inquire whether one of the high school a cappella groups might sing in the Rotunda in the afternoon.

Mrs. Heller reported that the Friends' Book Sale, held November 4-6, was successful, raising \$5,500 and mobilizing 90 volunteers.

The trustees are still awaiting word from the town counsel, Mark Lanza, on whether the trustees may solicit funds for the Millennium Fund through a stewardship letter sent to earlier donors. It was agreed that the letter will now be sent after the first of the year.

Copies of recent library invoices were circulated to the trustees for review.

**Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**

Mrs. Knight noted that Amazon is now offering a limited subscription-based book-lending service to consumers who have purchased a Kindle device. The impact of this service on library lending is currently unknown.

**Meeting Adjourned** at 10:58 a.m.

**Referenced Documents**

1. Agenda of Meeting, 11/16/11
2. Minutes of Meeting, 10/19/11
3. Circulation Statistics, 11/15/11
4. Financial Reports, 11/15/11
5. Director's Report, 11/16/11
6. Diagram of a New Light Fixture for the Rotunda
7. 4 Seating Plans for the Rotunda

**Next Meetings**

- December 14 at 8:30 a.m. in Raytheon Room, WPL
- January 18 at **8:00 a.m.** in Raytheon Room, WPL
- February 15 at 8:30 a.m. in Raytheon Room, WPL
- March 21 at 8:30 a.m. in Raytheon Room, WPL

Respectfully submitted by Nan Jahnke