

Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting Wednesday, August 10, 2016
Raytheon Room, Wayland Free Public Library

Present: Trustees Sally Cartwright, Aida Gennis (chair, presiding), Anne Heller, Mark Hughes, Lynne Lipcon, Suzanne Woodruff.

Call to Order: 9:32 a.m.

Public Comment

There was no public comment.

Minutes of Previous Meeting(s)

Minutes of the last meeting (August 2, 2016) were not available and will be considered at a future meeting.

Long Range Plan Discussion

Mrs. Gennis distributed a timeline for the Massachusetts Public Library Construction Program and drew attention to the October 3, 2016, deadline for submission of the Library's new Long Range Plan. She asked the Trustees to comment on the plan that had been distributed earlier by Director Ann Knight. She reminded them that the plan was constructed with less specificity than in the past in order to allow the new library director the most flexibility in execution and adaptation. Mr. Hughes commented that he thought the plan was "fair and reasonable" but questioned the inclusion of the last paragraph of the appendix. After some discussion, it was agreed that the paragraph should be deleted and that the revised appendix be retained but not included in the document that will be sent to the Massachusetts Board of Library Commissioners (MBLC). Mrs. Lipcon made a motion to accept the Long Range Plan with the text changes discussed above and with the appendix removed in the MBLC copy. There was no discussion. Mr. Hughes seconded the motion; the motion was approved unanimously.

Library Director Search Update

Mrs. Lipcon reported that there were ten qualified applicants for the position of Library Director. The search team, which is made up of Sally Cartwright, Lynne Lipcon, Andy Moore, Neil Gordon, and Kim Steere, has narrowed the group to six individuals, who will participate in preliminary phone interviews in the next few days. Finalists will be invited for an in-person interview with Trustees and will meet informally with the library staff in September. Mrs. Knight's last day as Library Director will be Friday, October 28, 2016.

Mrs. Gennis suggested that it would be helpful for the Board and the new director to have a formal plan in place to insure that the director receives an annual performance evaluation. Mrs. Cartwright suggested that the MBLC might have some formats/questions that the Board can use.

Library Drainage Project Update

No update was reported by Mrs. Woodruff, although Mrs. Gennis said that she believed the project was advancing.

Library Planning and Design Study Update

Mrs. Gennis reported that she, Suzanne Woodruff, Tom Fay, and Christine Cipriani had met Alf Berry, Town Surveyor that morning at 207-195 Main Street. The purpose of the meeting was to walk around and better understand the site.

Mrs. Gennis also reported that she and Ann Knight will be meeting with representatives of the School Committee and the Recreation Committee next week to begin a discussion about intentions and needs and how the groups can work together on plans for the development of 207-195 Main Street.

Mrs. Gennis reminded the Trustees that they will be meeting with the Library Planning Committee and the architects from Tappe on Wednesday, August 24, to discuss design concepts for a library building on the proposed site (207-195 Main Street). Mrs. Cartwright asked if the architects had reviewed the design recommendation/preferences of the Library Planning Committee; Mrs. Gennis assured her that they had been included in the material given to the architects and the architects at the last LPC meeting had affirmed that they read the documents.

Mrs. Woodruff made a motion to adjourn, it was seconded by Mr. Hughes, and it was approved unanimously.

The Meeting Was Adjourned at 10:45 a.m.

Documents for This Meeting

1. Agenda of Meeting Wednesday, August 10, 2016
2. Massachusetts Public Library Construction Program time-line

Next Meeting(s)

Wednesday, August 24, 8 a.m., Raytheon Room, Wayland Library

Wednesday, August 24, 7 p.m., Raytheon Room, Wayland Library

Respectfully submitted by Anne Heller, Trustee