

Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting Wednesday, October 5, 2016
Raytheon Room, Wayland Free Public Library

Present: Library Director, Ann Knight; Trustees Aida Gennis (chair, presiding), Mark Peter Hughes, Anne Heller, Sally Cartwright **Absent:** Lynne Lipcon, Suzanne Woodruff

Call to Order: 8:04 a.m.

Public Comment: None

Approval of Minutes: The minutes of the meetings of August 31, September 6, and September 16 were approved unanimously (4-0).

Reports and Statistics: Reports will be presented at the October 19 Trustee meeting.

Library Planning and Design Study: Mrs. Gennis reported Tappe Architects continues to compile documents for an application for MBLC building grant. A cost estimate will be requested.

Landscape architect, Dave Warner, has provided concept drawings for land use of 207/195 Main Street to the School Committee and to the Recreation Commission. Trustees hope a memorandum of understanding regarding the shared use of land at 207/195 Main Street will be reached soon with the Recreation Commission and the School Department. Town Council will help draft motions for the Board of Selectman and the Board of Public Works to vote the transfer of land at 207/195 Main Street, as approved at Town Meeting.

Mrs. Gennis will mail the Letter of Intent to the MBLC (postmark deadline October 7) the afternoon of October 5.

Mrs. Knight and Mrs. Gennis will attend a MBLC building grant workshop on October 20.

Tappe Architects will present the updated planning and design information to the Library Planning Committee on October 13 at 8:00 a.m. The Trustees will also attend this meeting.

The tentative date for the rescheduled Library Planning and Design Study Community Forum update is November 2, 7:00 p.m., in the Senior Center at Town Building.

Library Director Search: Mrs. Gennis reported that the Personnel Board must approve the new Director's salary. The Trustees hope Personnel will be able to approve the salary at their October 7 meeting.

Library Drainage Project: No update.

Trustees Concerns: Mrs. Heller would like the Trustees to have a transition plan for introducing the new director and an evaluation plan to help the new director get off to a strong start.

Next Meetings:

October 13, 8:00 am, with LPC, WPL

October 19, 8:00 am, WPL

November 2, 8:00 am, WPL

November 2, 7:00 pm, Community Forum, Town Building

Documents for This Meeting

1. Agenda for Meeting, Wednesday, October 5, 2016
2. Minutes of Meeting August 31, 2016
3. Minutes of Meeting September 6, 2016
4. Minutes of Meeting September 15, 2016
5. Concept Sketches, Wayland Library Site Plan, Library Scope; and Field Dimensions & Bus Parking

Respectfully Submitted by Sally Cartwright

October 12, 2016