

**Wayland Free Public Library
Library Planning Committee
Minutes of Meeting, Monday February 11, 2019 - Draft
Raytheon Room, Wayland Public Library 7:00 pm**

LPC Members Present: Tom Fay (chair), Vicki LaFarge (vice chair), Rachel Sideman-Kurtz, Neil Gordon, Tim Marsters, Judy Dion, Ann Knight, Lynne Lipcon, Sandy Raymond, Daryl Mark, Sarah Hubbell, Aida Gennis (ex officio)

Absent: Lynne Cavanaugh, Maureen Cavanaugh, Christine Cipriani, Barbara Scolnick, Thom White.

Trustees present: Aida Gennis, Chair, Sally Cartwright, Judy Dion, Leah Hart, Sandy Raymond, Director.

Tom Fay called the meeting to order at 7:05 PM

1. There was no public comment

2. Meeting minutes of 05.19.2018 unanimously approved.

3. (7:10) Aida Gennis provides update on current use of library space and maintenance of 5 Concord Road.

- The Board of Library Trustees (BoLT) is creating a new space for teens on the mezzanine level on the side with the elevator. Size of new space will be approximately 700 sf (which is more than the 150 sf currently downstairs but not as much as the 1200 sf in the proposed new building). This space will be open and available to the general public at times when teens *are not* in the building such as when school is in session. There will be a reference librarian stationed there. The Trustees are hoping an after-school library bus stop for middle and high schoolers will be added to the school bus routes this fall.
- The BoLT is working with Ben Keefe to make 5 Concord Road more ADA – compliant.
- The curved large windows in the round room will be restored, as was voted at Town Meeting 2018.
- Connecting the library wastewater to the town system has been postponed with no information when this will occur. The Payment in Lieu of Betterment was approved by (ATM2016) and paid.
- The long overdue project of upgrading the library's server is underway, there is no information on the upgrade of the library phone system, which is long overdue
- The overdue project of upgrading the parking lot lighting is still on the list of tasks.

4. (7:20) Status of any future state library grant funding.

- In November, 2018 the Mass. Board of Library Commissioners (MBLC) announced they intend to initiate a \$250MM bond authorization request of the legislature. This amount would allow all projects currently on the MBLC wait list to be funded.
- Other updates from the MBLC: new staffing, other smaller grants announced.
- Each and every state library needs to obtain certification annually. One factor is the level of funding the library receives from the town. Should the level of town funding drop significantly from one year to the next, or be disproportionately cut compared to other town departments, the library's certification would be in jeopardy.
- The status of the "195 Main Street" parcel of land is unclear since the merger of parcels was contingent on the passage of the library project. It was originally sub-divided among two disparate boards (Selectmen, 193 Main Street; DPW, 195 Main Street).
- Discussion around the question of pursuing a new library without state funding. The BoLT is not ready to pursue this avenue, being still hopeful that state funds will become available in the not too distant future.

5. (7:40) Discussion of BoLT's Long Range Plan for FY 2018-2020.

- To be eligible to apply for state and federal grants, the MBLC requires public libraries to have an approved and current long-range plan (a strategic plan) on file. The current plan ends on June 30, 2020. The BoLT is in the process of hiring a consultant who will work with the library to develop a new strategic plan for submission by October 1, 2019, the MBLC deadline. The new plan would extend to FY 2022 or 2023. Tim Marsters, Vicki LaFarge, and Daryl Mark volunteer to be members of a planning committee.

6. (7:45) Discussion of the proposed Town Manager (TM) Special Act.

- This change in town government is being explored by the Board of Selectmen (BoS) to centralize and streamline decision-making. Selectmen would hire and then delegate to TM the supervision of all town boards. The schools are exempted from a TM's oversight, as stated by law. A TM would do all hiring (Trustees object to a TM hiring the Library Director), allocation of personnel, evaluations, establishing budgets and reviewing expenses, determining building usage and maintenance projects and priorities. The BoS continues work on a revised draft of responsibilities for a TM and town boards. Gennis advocates for the library being exempt from TM oversight in the same vein as the schools. Ceding control over content and personnel are the biggest concerns, as well as setting budgets and the library's use of and access to privately donated funds. Conveying these concerns to the BoS continues to be a challenge. The MBLC's recently updated handbook strongly opposes the idea that a library be subsumed by another town department or under the authority of another town official (i.e. TM).

7. (8:20) Discussion of the LPC's role going forward.

- Committee's charge had already been extended once, through June 2019, and included language pertaining to fundraising. Is this worth considering and pursuing? Others, including Tom Fay, feel the committee has accomplished what it was originally tasked with, suggesting instead an advisory committee could help with discrete items. Marsters, Mark, and LaFarge volunteer to assist with the Long-Range Plan, as noted above. Ann Knight volunteers too, acknowledging that a former library director may not be of the demographic needed. General consensus is the LPC should disband.
- Gennis will discuss LPC's status with other library trustees, Trustees will make the final determination.

8. (8:30) Other topics.

- Increased usage of the newly completed rail trail is problematic for the library and its already constricted parking.
- Fay thanks everyone for their service and commitment to the town and the LPC over the past several years.

Adjourn: 8:45 p.m.

Documents for this Meeting:

Agenda for Meeting of February 11, 2019

Minutes of the joint LPC and Library Trustees meeting on May 9, 2018

Next Meetings: None scheduled

Respectfully submitted by Sarah Hubbell