

- Board of Library Trustees Meeting Minutes

Tuesday, November 19 , 2019

6:30pm

1. Call to Order 6:31pm

Present: Chris Costantino, Shirley Wilson, Kathy Parenti, Sarah Sandhage, Gloria Schooley; Betsy Solon, Laura Dudziak, Lincoln Daley, Lexi Jones-high school student volunteer for Marketing Committee, Lexi Casale-Marketing Committee,

Public session moved to the beginning of the meeting.

2. Public Questions and Comments

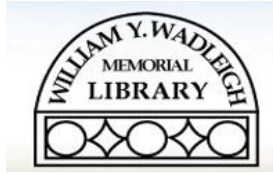
Lincoln Daley - Community Development Director - parking discussion
Aerial of library property and abutters shown, quotes from civil engineers for a separate parking project, talked about our other lots and potential, working on how many parking spaces they can vet out of the spaces. Also, they have reached out to abutters to see if it is possible to acquire their properties and make an exit out on to High St. or Franklin St. Discussion about: Will there be a warrant article? Who will be allowed to park there? Town employees are the main group that they are trying to address for parking needs. How would a municipal lot be segregated from the patron parking? Looked at aerial to see and discuss potential other lots. Would warrant article tie into Library's? It could. Series of public meetings with town and library to hone a design plan. Short window before March vote.

3. Expanovation

- a. Marketing Committee Update - Lexi Casale spoke about meeting every other week, finalizing brochure, building a "roadshow" calendar for speaking to groups to educate and get feedback before the vote. New development page being built (by students/volunteers) to connect to our website, all about project, adding a "donate" button. Committee needs more volunteer help. Lexi will send out the calendar to us. Teams of 2 would be good to go speak to various groups. Need boards and 3D model from Jason. Betsy suggested a spot in the library could show the fly-through loop, w/brochures nearby. Shirley suggested a spot on Granite Town Media.

-Fundraising Committee needs people also.

- b. Jason Lacombe -SMP - **call in @ 7:30pm** discussion about next steps, timeline. Feedback for Jason on "big reveal"?



Shirley said she had good feedback from former nay-sayer with suggestions from him on getting to people; good feedback from a number of others regarding outside look, we listened to the people; man impressed with how much we have done to take care of the bldg. and wants us to make sure we spell that all out for the public; Kathy heard all positive, even from a nay-sayer;

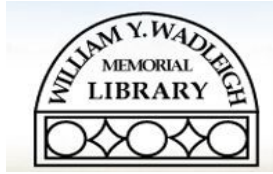
- We asked Jason for the 3D model and some posters; he said he sent out some images to Dropbox last week; he is working on rendered plans, and will get some interior shots done, will get us 2x3 boards, and will have Brian work on re-doing model when he gets back for school break.
- Jason mentioned getting things posted on library page for new project, have Meredith do that
- Jason: Make sure we have all of our town due dates in order
- Jason: mentioned getting in front of organizations, Lexi said we are
- Presentation will be done at the Delib. Session Feb. 1st, asked Jason for name(s) of potential attendees- SMP and Milestone? Chris will give names to Town
- Lexi asked for an interior layout from Jason so they can create a card to give to people for naming opportunities

4. Old Business

- a. Update - repainting front door and shutters quote No action
- b. Update - 2020 Budget hearing with the Budget Committee Lynn and Kathy went, meeting went smoothly

5. Regular Reports

- a. Review and approve minutes from October 15, 2019 meeting on a motion from Gloria, Shirley seconded, all in favor
- b. Treasurer's Report for October 31, 2019 Reviewed and accepted
Acceptance of Donations through October 31, 2019 Motion by Sarah, Gloria seconded, all in favor
- c. Director's Report Development Fund setting up a new donation button; working on security cameras-want to be able to have ability to see screens from circ. desk; flag removed until we can get the light repaired outside; new Building Svcs. Specialist started Monday 18th; one of our pages has been promoted to open spot in Children's dept.; CPR and Slips, Trips & Falls training is being renewed; Milford Thrives, new organization- library to supply a new book and bookmark for new babies; new programs will try to focus on reaching out to community re. sustainability, etc.; first concert of season was a great success, new shelving was easily moved, more concerts coming this winter.



6. New Business

- a. Staff holiday gift ideas - scarves w/logo? fleece vest w/logo? offer a catalog ("4imprint" or other) and let them pick up to \$50- Shirley makes motion to approve spending, Gloria seconded, all in favor.
- b. Reminder - submit volunteer hours to Betsy @ Dec meeting Betsy can send out an online form
- c. Discussion - timeline for project, warrant article, annual report we need to fill in warrant article form that Town Hall sent- Can we use an old article and edit? Shirley is on it. Due date to Town? Laura will check.
-Shirley will write up annual report

7. Close Meeting

- a. Next Meeting (December 17 - 6:30 pm)
- b. Reminder - term expirations, volunteers needed for open Trustee position Sarah, Lynn, and Judy's positions are up for vote
- c. Volunteer luncheon Dec 18th 12-2pm.

Meeting adjourned at 7:46pm on a motion by Chris, seconded by Gloria, all in favor.

Respectfully submitted,
Sarah Philbrick Sandhage