

Taft Public Library Trustee Meeting Notes  
11/19/12

Attendees: Bill McHenry, Kathy Carlson (depart 9:05), Don Morin, Bob Carlson, Andrew Jenrich, Susan Darnell, Amy Fahey, Dan Fleury (exit 8:10), Dan Gilmore

Meeting called to order at 7:10 by Susan Darnell, 2<sup>nd</sup> by Bob Carlson.

Amy Fahey moved to accept the minutes of the meeting dated 10/3/12. Bob Carlson 2<sup>nd</sup>, all in favor.

Per BOS, we do not need to post the position of Library Director. After a brief discussion, it was decided to appoint Andrew Jenrich to the full-time Director's position. The Children's Librarian position is presently on hold pending research to see if the position could be combined with another position already held by someone either in the schools or other libraries. After some discussion, it seems difficult as the job description is very site specific and Susan will go back to the selectmen to inform.

Also at the BOS meeting, the selectmen have advised the Trustees that we are in charge of organizing the closing and the details of the building committee. There is some confusion as to how/who will issue the funds for the purchase. Susan will keep in contact with Town Hall and will speak with Town Counsel to affirm payment will be made in a timely manner or extensions to the Purchase & Sale are created.

Dan Fleury spoke to the issue of a building committee. Dan recommends that there is representation on the committee who has construction experience. He also advised that the contractor be someone who speaks to the committee on lay-man level. Don Morin also provided input as to his experiences with construction and renovation. Next steps include making contact with other municipalities who have renovated libraries with volunteer experience to help us make decisions involving BVT and to determine what type of phase approach we would need before we go to bid. Don recommends that a mix of people would be best for the building committee, 8 – 12 people would be a reasonable amount. The meetings should be considered open meetings and should be posted and documented according to open meeting laws. The chairperson should be someone who has a considerable amount to time to offer.

Susan to make contact with people who have researched other libraries & have experience with building committees. Bill will send Dan Fleury more specific information about the BVT commitments. Dan offered to help advise when available, so he is welcome to invitations to meetings.

Dan Gilmore spoke to how to continue building public relations with the community. What is going to be different at the new location as compared to old TPL? Andrew commented on a happy medium between traditional books and technology and community space. Dan recommends a clear cut objective to ensure positive PR. That objective has yet to be determined. Bill discussed creating a community center which focuses on culture. Susan clarified that PR will be needed to help fund the operational budget and prevent future cuts. Don suggested a town survey asking the community what they want in a library; what prevents them from coming; what can we do to make the library more accessible? Dan suggested that the survey include 25-50 suggestions for various ways of reaching out to the community. For example, what would the community think about adding a revenue venue?

Discussion developed into what a 5 year plan might include ...

- Adult programing – author's come in
- Small business support
- A place to immerse yourself in reading for hours
- Tutoring services / navigating the internet

Susan read that a local library surveyed patrons about what physical parts of the library makes patrons comfortable. Some responses were ... beautiful gardens, coffee area, reading nooks, museum like displays ( to house this particular towns' collection).

Meeting adjourned at 9:10.

Our next meeting is Wednesday, 1/9/13 at 7:00 at Taft Public Library.