

Montague Board of Library Trustees -- Building Subcommittee
5 April 2023 -- Montague Center Branch

Attendance Tricia Perham, Lydia Ievins, Will Quale, Caitlin Kelley

Call to order.

4:10 Meeting called to order.

Review minutes from 8 March.

Minutes approved as amended.

Review letter of intent.

We reviewed Caitlin's draft of our Letter of Intent to apply for the MBLC Construction Program Grant, taking a very good draft and making some edits to make clearer, stronger arguments and tighten the language.

We also reviewed Carnegie Corporation secretary James Bertram's terse reply to Turners Falls Library Trustee William Gillmore's 1915 request for additional funds to enlarge Carnegie Library. "We don't want to do that," commented Tricia.

Confident our letter of intent was much stronger than William Gillmore's request for expansion funds, the Building Subcommittee voted to approve the letter of intent as edited, and to recommend that the full Board of Trustees likewise approve the letter of intent at the 24 April meeting.

We also decided that Will will draft a guest editorial for the Montague Reporter (having already reached out to Mike Jackson to request he hold some space for the Trustees in the 27 April edition), with the draft presented to the full Board for approval at the 24 April meeting.

Meanwhile Caitlin will ask Walter Ramsay for a letter of support from the Town to accompany our letter of intent as required by MBLC.

Review feedback from Greenfield director / discuss building advisory committee.

Caitlin related her findings from a conversation with Ellen Boyer, hired as Greenfield's librarian in 2012 based on her experience with library building projects. Ellen created a steering committee of herself, the Trustee chair, and a member of their Friends organization; the steering committee then created a building advisory committee of community members including a disabled person, a staff person, an openminded library opponent, a green energy, a retiree, a business owner, a teen, a homeschooler, and an educator (some committee members may have filled multiple of these roles). This committee held two hour-long meetings per month for a year, including some field trips to nearby libraries with recently completed construction projects (including bus transportation and lunch), to discuss and develop ideas about Greenfield's library needs to inform the consultant who created their building program. (In addition to this committee, the consultant was also informed by focus groups and a community survey.) Ellen also suggested two consultants we might consider hiring.

Caitlin then informed us that during the previous MBLC grant cycle which Greenfield participated in, they had two years go do all of the above. In the current MBLC grant cycle, the timeline has been compressed to one year!

We decided to invite Walter and/or Steve to participate in upcoming Building Subcommittee meetings as we move towards forming an advisory committee, hiring a consultant, and considering how to compress Greenfield's process into a shorter timeframe.

Review of existing CIC projects (Carnegie basement, Old Town Hall masonry).

Tricia talked to Steve, Walter, Jason, and Jason. The Carnegie basement HVAC spec is being developed (by Jason or Jason).

Adjournment.

5:59 Meeting adjourned.