

Montague Board of Library Trustees -- Building Subcommittee
25 April 2023 -- Town Hall

Attendance Tricia Perham, lydia ievins, Will Quale, Caitlin Kelley, Walter Ramsey

Call to order.

3:31 Meeting called to order.

Review MPLCP requirements and timeline.

Caitlin recap'd her conversation with Greenfield library director Ellen Boyer about Greenfield's participation in the recent MPLCP grant cycle, the different timeline of the current MPLCP grant cycle, and the overview of the building program component of the MPLCP grant application. Key to keep in mind: the finish line is a May 2024 deadline for submitting our completed application, and the May 2024 Town Meeting must appropriate the balance of a \$150,000 towards the project, effectively an "ante" demonstrating town commitment should we be awarded a grant. (Any money we still have left over after paying our consultant, etc, counts towards this \$150,000 and reduces the amount we must request from Town Meeting.)

Discuss advisory board make-up.

To bring Walter up to speed, Caitlin reviewed Greenfield's process of forming an advisory committee for the building program consultant including library staff, library trustee, library friend, a disabled person, a green energy advocate, someone opposed to a new building, a business owner, a retiree, an educator, a teen, and a home-schooler. The committee's charge was to review other libraries (recently expanded or constructed) through visits and discussions -- good features, bad features -- which informed the consultant writing Greenfield's building program. The consultant also synthesized forum and survey input to inform the building program.

Walter advised us to develop this committee's charge more thoroughly: tell them what to do, tell them what their authority is and isn't, tell them who they report to (the trustees? the consultant?). We clarified that the (placeholder name) Construction Application Advisory Committee advises both the consultant and the library director (but doesn't itself have decision-making authority), and we determined with Walter's advice that this committee should be a public body appointed by the Board of Trustees. After some informal brainstorming about committee make-up (acknowledging that both demographics and village representation were also things to pay attention to in committee formation) we determined that our first order of business -- before forming this committee -- should be to hire our consultant.

Adjournment.

4:52 Meeting adjourned.