

When: 6:00p, Monday, July 24, 2023 / Where: Town Hall annex

Attendees: David Detmold, Gretchen Wetherby, Louisa Khettab, Lydia Ievins, Miryam Vesset, Nancy Crowell, Tricia Perham, Will Quale / Library Director: Caitlin Kelley / Visitor: Barbara Friedman / Absent: Margot Malachowski

6:03 Call to order

Building — introducing Barbara Friedman, our building-consultant-to-be

- She brings 50 years of librarianship experience in academic, private, and public libraries; as Library Director, she shepherded first Westminster and then Erving through the building process. "I believe you can get a new library, and that you'll be one of the 10 awardees." Westminster built an addition to a Carnegie-like library, Erving went from 900 sq ft to a new 8000 sq ft building.
- Her role will be to make sure our paperwork is all in order to apply for the grant program. She'll run public meetings, advise on procedures, work closely with Caitlin.
- A big part of what she does is community engagement. Focus groups, surveymonkey. Observing people in the library, how they use it, what kinds of questions they ask. Lots of literature about user experience. Every community has its way of doing things.
- Most libraries have a Library of Things, a MakerSpace. Greenfield has a vending machine for snacks, Shutesbury has a space with cafe tables, Boston is hiring social workers.
- It does take 4-5 yrs to get to the end, even if you are chosen.
- Will need a Prop 2.5 override, requires 2/3 majority at the ballot box, not easy to do. Start talking with friends and neighbors. Will come down to finances of the town: if sudden big project, will be difficult to pass this. Barbara will help us get through first Town Meeting vote, at which we need to appropriate \$150k toward the design process. After that we would find out what kind of price tag we're talking. We are in a reasonably good position: MBLC covers 67% of eligible expenses (based on our town's need).
- What can't we-the-Trustees and Caitlin do? Can advocate for the building; can't directly ask people to vote. Encourage more people to join Friends group; web of supporters will be really important. Some libraries create a separate fundraising committee.
- Building from the ground up is always cheaper than renovation/expansion. If we decide to build, we will need a plan for the Carnegie too.
- Timing after the grant award? If they tell you in October, be ready by then to send out an RFP, ASAP after 10/26 because all the best architects will be snapped up. Architect and project manager on board by 1/1.
- Town does have to take the lowest bidder, but will interview at least 3 project managers, at least 3 architects. They will be able to supply those numbers, cost to build vs. to renovate.
- Presentation slides: https://montague-ma.gov/files/2023-07_BFriedman_presentation_4x.pdf
- Recommended viewing: [Hometown History: Carnegie Libraries](#) (YouTube)

6:57 Nancy: move to hire Barbara as our building consultant. Motion passed unanimously.

7:04 Further Building discussion (Barbara left)

- Miryam happy to take on getting school kids involved. Tricia: getting kids involved = getting their parents involved.
- Building Committee meets 8/17 at MF lib, will review list of libraries that Barbara recommends we visit. Anyone welcome to join in site visits. Caitlin will invite lib staff, assorted other interested parties.
- Barbara's contract goes up to \$20k (she says we'll only need \$15k), using funding reappropriated at recent Town Meeting. She'll be doing at least 2 progress presentations to the Board.
- Form an ad hoc fundraising committee? -> table until next meeting

Montague Public Libraries Trustees

July Minutes

7:13 Minutes from 5/22/23 approved (Gretchen abstaining)

Director's Report and program stats

- Unfortunately losing our recently hired children's asst (her other p/t job is hiring her f/t); reposted internally. Struggle to maintain people for only 13.5 hours/week that include Saturday storytime.
- Great feedback on our increased hours, regular/memorable.

7:16 Strategic Planning — need to set date for next mtg

Personnel — nothing to report

Budget — nothing to report

Secretary — nothing to report

Building — MC: architect Chris Sawyer-Laucanno has helped develop specs for masonry and roofing

Friends — MF: need health inspection before we can have milk in fridge; inspector is on board with mission

7:20 Election of officers

- Chair = Will
Vice Chair = Nancy (maybe for 1 year? not interested in becoming Chair)
Secretary = Lydia
- Committee memberships and chairs all settled.
- Next month we'll discuss edits to Bylaws, review and vote.

7:51 Items not anticipated within 48 hours of meeting — nope

Agenda suggestions:

- IL signed into law a statewide ban of book bans, public + school libs. Might be an occasion for us to send a public letter to our state reps? WQ will draft a letter for us to discuss next time.

Upcoming meetings:

- Strategic Planning — Tue 8/15, time TBD [shifted to Wed 8/16, 5p, MC library]
- Building — Thu 8/17, 3p, Millers Falls library
- Full Board — Mon 8/21, 6p, Senior Center

8:01 Adjourn

Respectfully submitted,

lydia ievins ∴ Secretary ∴ Montague Public Libraries Trustees