

MN Spear Library  
Trustee Meeting Minutes  
Monday, October 20, 2014

Members present – Michele Sedor, Molly Moss, Kate Cell, Michele Regan-Ladd, Dale Houle  
Library Director – Mary Anne Antonellis  
Guest – Robert Raymond

1. Approved updated bylaws as amended at last meeting.
2. Group for Civil Communication/Planning Board/Library Trustee meeting
  - Present – entire GCC (Sharon, Robert, Merrill, Mike V., Graeme, Paul Lyons, Jeff Lacy), 2 planning board members (Deacon and Archie), Trustees - Dale, Kate, Michele S.
  - Update from Dale: as part of 10 year cycle, town could undertake a master plan, first part of which is a visioning process. As part of this, we could discuss issue critical in town, including library, broad band, and regionalization of school. This would allow an opportunity for residents to provide input on all of these subjects in a variety of structured meetings. The goal is to foster communication.
  - One way to proceed would be to work with Judy Barrett, a planning professional whom Jeff knows. Still many outstanding questions of how to fund outside facilitator. Most pressing issue is that Planning Board, which is meeting tonight, requires buy-in from entire Library Trustees.
  - If library trustees agree, next steps are to seek consensus from Planning Group, GCC, Broad Band Committee, and Regionalization Committee. At that point representatives from all these groups would work together to prepare a presentation to the Fin Com and Select Board.
  - Robert reports that both GCC and Planning Committee see library as a foundational issue; the library is not the whole focus but it can't be skirted.
  - Mary Anne expressed concern that Trustees need to avoid blurring the library issue with the Broad Band committee or Regionalization. These efforts have their own missions and timelines. It's not the trustees' responsibility to set the vision of the town's Master Plan, and we should avoid any appearance that the Library is trying to set the agenda for other issues in town.
  - A query is whether the Library Trustees are stoking the visioning train or just one car representing one constituency among the many that should be part of a visioning process. Molly points out that every library, along with every recreation department, every public works department, would want to be part of the master planning process. The issue is whether trustees want to support the *visioning* process as the key part of the master plan.
  - We don't know if we're ready to discuss a new library as part of a visioning process. We also don't know what would make us ready for this discussion. Whether we're planning a new library or not, broadband is a separate issue. If this visioning process were ongoing when we vote on broadband, it might help alleviate tensions over that issue as well as others.
  - The real divisive issue is the various visions for the town, and not addressing this makes it increasingly likely that any policy choice will be divisive. Postponing the fundamental vision question is asking for trouble. Coming to terms on our vision will help us move forward together.
  - What is the status of the November 12<sup>th</sup> meeting? Trustees are concerned about lack of openness and transparency for the process that has got us this far. A suggestion might be to

have an open town meeting, or some public process, to decide if townspeople approve of participating in a visioning process as part of the master plan.

- There has been no decision made on the use of an external consultant. The outline the GCC has received is advisory only; no decision was made on how a consultant would be chosen or what kinds of bids would be solicited. When the Oct 15 meeting discussed cost, it seemed previous—it needs to wait until town committees and bodies have decided whether to move forward on the visioning process.
- We note the difference between meetings being posted and meetings being advertised. We are concerned that there are other people, perhaps not sitting on existing boards or committees, who have ideas or experience they would like to contribute. The process to date hasn't been open or inclusive or seen as a town endeavor. How do we now make a transition to such a process? We feel that the trustees can't be involved further unless the meetings are being posted. Perhaps the select board should appoint an exploratory committee to study this process, made up of planning board members, library trustees, members of the GCC, and others in town who would like to participate.
- One proposal is that the library trustees signal support contingent upon sufficient participation of town boards and residents that the visioning process is the will of the town. We suggest that the planning board bring this up at the All-Boards meeting on Nov 5.
- What about a joint meeting between library trustees and planning board? That way all trustees could learn more about the visioning process.
- Motion: The trustees are in support of a visioning process but have questions we would like answered at a joint meeting with the Planning Board. We request time on the Planning Board's agenda on November 17<sup>th</sup>.

3. Minutes of Sep 15 minutes approved as submitted.

4. Review update to Long Range Plan – review before Nov. 17<sup>th</sup> meeting, approve then.

5. Expansion of Library Garden

- Garden club wants to plant 100 daffodils and replant lilies along the front stone wall.
- Motion to support garden club: passed unanimously.

6. Director's update

- Wireless access point – Friends of Library paid for it to be installed by CW-MARS. It was supposed to reach the other side of the parking lot, but it doesn't always. Mary Anne will insist with CW-MARS that this problem be fixed.
- Library needs to add another substitute staff person to our list. This is tricky because our patrons are known to us, but Evergreen is tricky to learn. Mary Anne is working to resolve this.
- We have a new volunteer beginning on Friday afternoons, Willow Wildman-Lyon.
- We have been open 5 Fridays, range of patrons from 15 – 28. We should expect it to take a while to build up patronage for a new shift. Meanwhile Mondays continue to have strong attendance so Mary Anne is glad we didn't discontinue that afternoon shift.
- New public computers, paid for by the town IT department, will probably be installed within the next two weeks (and with software installed).

7. Friends update

- In a period of transition. Daniel Paquin is stepping down as president; Fred Steinberg is incoming president. Several open at-large positions.
- Thanks to Mary Anne, Susie, and other friends for a wonderful Thanksgiving dinner – absolutely sold out, a room of people who supported the new library and people who opposed it all enjoyed food and fellowship. Revenue of approximately \$1000.

- Friends have \$83,6400 in new library account, only \$1000 in operating account.
- Annual meeting on November 9<sup>th</sup> at 3PM at the Shutesbury Athletic Club.

8. Contact information chart for trustees?

- Kate will set up Google doc for contact info: home phone, mobile phone, email address, which is your preferred contact and when you'd preferred to be called, home address.
- Who has keys to library? Kate, Dale, Michele R-L, plus staff. Mary Anne has been contemplating changing locks because keys can go missing. Perhaps every 7 years is a reasonable schedule for lock-changing.

9. Agenda for next time:

- Michele R-L will chair November meeting
- Approve minutes and give secretary feedback on level of detail
- Review MBLC action plan
- Possibly meet with planning board
- Financial report (trust fund, etc.) and review budget expenditures