Library Facility Needs Assessment Committee (LFNAC)
February 12, 2008
7:00 PM
Shutesbury Town Hall
Meeting Minutes

Present: Dale Houle, Weezie Houle, Martha Field, Karen Traub
Absent: Michele Regan-Ladd, Lori Tuominen
Guests: Mary Anne Antonellis

Meeting called to order 7:22PM

1. Minutes – approved minutes from January 14, 2008
   We are considering posting the minutes on the LFNAC page of the M.N. Spear Library website.

2. Forums – Karen talked with the Sirius community. Sirius would like to have a library forum on a Wednesday evening at a Sirius Community dinner; Karen will continue to make arrangements.

   Forum moderators- Decided that LFNAC members will moderate the forums and will alternate days.

   Weezie will write the forum agenda; discussed key questions for leading the forums:
   - What are your hopes and dreams for the future of the M.N. Spear library?
   - What input can you give LFNAC about the location of a new library?
   - What kinds of things would you like to do in a new library?
   - What kind of services would you like a library to offer?
   - What do you think are the limitations of our current library facility?
   - What are your concerns about the town building a new library?
   
     • Paper and pencils available for forum participants; Mary Anne will have some available at the library and Karen will pick-up.
     • The Friends will financially support snacks and beverages – doughnuts, cider, tea, sugar, milk; Weezie will pick up snacks.
     • Mary Anne has cups and tea pot and tea; she will leave at the library
     • Martha will take minutes at the forums.
     • Moderator will welcome participants and let participants know that comments will be recorded without names.

March 1st forum, 10 – Noon; Shutesbury Town Hall
Karen will talk with Lori about moderating the March 1st forum.
LFNAC members will arrive at 9:30AM for the March 1st forum
Weezie will handle the following forum announcements:
- Roadtown News for the March 1st forum, place for Feb 14th
- Post on the town website under news and announcements section
- Request that Fred Steinberg (town volunteer web master) send a town-wide email on the Monday before the forums.

Mary Anne will post announcement on the library sandwich board.

Tuesday, May 13th at 7PM forum at SES is confirmed.

3. Updates
   Mary Anne will attend a senior lunch in March.

4. Library Building Program - discussion postponed

5. Survey – results of the LFNAC survey were distributed; discussion ensued. Thank you, Weezie for tabulating and compiling the results. Total survey count is 201 respondents. Decided to stop and conclude the survey.

6. Next meeting date – Tuesday, March 11, 2008, 7PM, Town Hall

Meeting adjourned 8:55PM

Respectfully submitted,
Martha Field