## Minutes, Board of Library Trustees, 12/19/2022

Present: Trustees Michele Regan-Ladd, Kate Cell (secretary), Brad Foster, Tim Logan, Savanna Ouellette (joined a few minutes late), Library Director Mary Anne Antonellis (MAA), Guests Dale Houle, and Mary Lou Conca

- Vote to approve annual report
  - Foster yes, Logan yes, Regan-Ladd yes, Cell yes (Ouellette not present for this vote)
  - Report is approved, though MAA will double-check figures for circulation of electronic materials
  - MAA will share annual report with Finance Committee
- Dale Houle
  - Appreciation from Dale for the work that went into the grant and building program
  - Appreciation of opportunity to join Library Building Committee (LBC)
  - Trustees appreciate Dale's service on the LBC
- Report from Library Building Committee
  - Met w/ 3 architectural firms (LLB, Johnson Roberts, Oudens Ello)
  - The principal of one firm (LLB) had COVID and it affected their presentation
  - o All of the committee members felt other two firms gave solid presentations
  - Committee unanimously chose Oudens Ello
    - They are the team that did the design 10+ years ago
    - Though committee was unanimous, there were different reasons for support
    - Brad cited strength in working with sites, wetlands, etc. and strength in LEED work and energy efficient buildings
    - This decision is not publicly released/finalized until next LBC meeting
  - Next steps:
    - Becky and Mary Anne have followed up letting O/E know that they were first choice
      - Asked for fee proposal
      - Architects have subcontractors (civil engineer, structural engineers, landscape architects, electrical engineer, HVAC expert, etc.)
      - They will get proposals from subcontractors
      - They have received draft contract and their attorneys are reviewing
    - Mary Anne and Becky will review fee proposal
    - NB: We may not have a signed contract by Tuesday 12/27 because of holidays
  - o Dale Houle notes:
    - Architects were ranked by RFPs according to committee rubric
    - Oudens Ello were far ahead
  - o Tim Logan asks:
    - Have any of the Conservation Committee (ConComm) processes slowed down the LBC's work?
      - Brad Foster answers no
      - Mary Anne says it hasn't slowed down anything to do with the library building, but it has delayed environmental testing. This testing has now been done

- Michele Regan-Ladd asks:
  - Are the ConComm discussing environmental testing at their next meeting?
    - Mary Anne says Abbreviated Notice of Resource Area
      Delineation (ANRAD) has been continued until next meeting,
      Jan 12, 2023
    - The response to an ANRAD is an Order of Resource Delineiation (ORAD)
      - MAA is hopeful that ConComm will issue ORAD at next meeting
- MAA has shared Underground Injection Control (UIC) report with trustees
  - Testing for heavy metals and multiple chemicals, nothing was found at reportable levels
  - Tested for PFAS—results are not in yet, there are only two labs in the state that do PFAS testing
  - Water can be filtered to mitigate PFAS
- MAA shares additional updates
  - Christmas party at Shutesbury Athletic Club
    - Visits from Santa & Mrs Claus, hot cocoa, face painting, much fun and joy
  - In January, MAA/MN Spear Library will begin collaboration with 50 other libraries to offer job-seeking coaching for people over 50
    - 16 weeks of coaching & networking, January June
  - MAA vacation Jan 15 Feb 5
    - Will join Library Building Committees and Conservation Commission meetings by Zoom if needed
- Library of Things
  - MAA proposes new policy:
    - The library has a Library of Things "un-policy": unless there is significant risk of personal injury from lending an item, or an item is valued over \$250, the Library of Things materials will circulate without patrons needing to complete additional paperwork.
    - Vote Foster yes, Logan yes, Ouellette yes, Cell yes, Regan-Ladd yes
    - Policy is approved
- Shutesbury historical guidepost discussion
  - MAA forwarded email from ConComm chair Mirian deFant re Historical Commission discussion re Common guidepost
    - Difficult to restore because of age and fragility
    - Proposal to store/display historical guidepost and replace with replica
    - Could historical guidepost be stored in new library?
    - MAA has calculated minimum space to house it 90 sq ft
      - MAA has asked:
        - Who would pay for that space—there's no space planned for it, not part of the building program

- And would the Massachusetts Board of Library Commissioners pay for it—NO
- Brad notes that Library Building Committee remains focused on the library itself
  - o E.g., archives are not planned as part of the building program
  - Officials change AND COSTS need to be added to the building program
- Dale notes that other people have ideas about what should go in the library
  - Signpost is a "lead paint bomb" and should not be allowed inside a building
- Mary Lou Conca says:
  - o The signpost is "too far gone" to be refurbished
  - But the Historical Commission doesn't want the signpost to be destroyed
- Michele Regan-Ladd notes that there is no historical room/collection in the new library building program
- Next meeting
  - o February 13 at 7:30 PM via Zoom

Respectfully submitted,

Kate Cell