

Minutes
Sherborn Library Board of Trustees
April 19, 2016

Present: Library Director Elizabeth Johnston, Chairwoman Mary Moore, Kristiina Almy, Christine Cooney, Chris Kenney, Jim Murphy, Jennifer Searle

Also present: Steve Borgeson, Barbara Kantorski

Call to Order

The meeting was called to order by Chairwoman Moore (MM) at 7:31p.m.

In Hank Rauch's absence, Jennifer Searle (JS) served as informal recording secretary *pro tempore* for the meeting.

The minutes of the Trustees' Meeting held March 15, 2016 were voted and approved unanimously.

Chair's Report

MM reviewed recent advances relating to the Library expansion and renovation project, including receipt from town counsel of a draft lease for temporary Library relocation at the Sherborn Community Center. MM suggested thinking toward August as the move date for purposes of relocation planning (four phases would include: preparation for the move, move in, temporary relocation, move out). An ad hoc committee is being assembled to help with the details of the move.

MM noted that conversations with interested town groups and organizations concerning the issue of parking on the "campus" – both during and post-construction – have been positive thus far; interested groups will continue to weigh in on this important issue, over time.

Friends of the Library Report

In the absence of Friends president Abby Fiske, Elizabeth Johnston (EJ) shared that the Friends enjoyed a successful Trivia Night event recently, that the Friends continue to be interested in progress on the renovation & expansion project, that May 7th is the date for the annual Arts & Crafts Fair this year, and that the group invites participation/assistance from the Trustees for the Fair.

Subcommittee Reports:

Library Capital Campaign

Campaign Chair Steve Borgeson (SB) is considering appropriate & visible means of recognizing major Campaign donors in the new space; a meeting of a small group to begin to address this matter will be convened soon. SB will also consider putting in place a visible mechanism for alerting potential donors about opportunities for ongoing gifts to the Library/Campaign

House Subcommittee & Library Building Committee, Chris Kenney (CK)

CK provided an overview of the Library Building Committee (LBC) work to date, as the project moves through the Design Development Phase (DD). Programmatic,

design and IT issues remain at top-of-mind for the LBC. LBC is looking to wrap up the DD April 29th and targets May 9th as the date there will be a recommendation from LBC regarding the DD phase, with hopes that the Trustees would be prepared to approve the DD documents at the next trustee meeting (May 17th) so that the LBC can then proceed to prepare construction documents.

As part of their role and the typical review/overview process, the MBLC will also review DD documents as well as all that has been accomplished toward the project to date.

The interior design firm has met with Library staff; the next meeting with this group will take place April 29th.

CK shared the over all positive sense that the LBC is holding the design firm to task.

Personnel Subcommittee, Chris Cooney (CC)

CC provided suggestions for updated language in one additional section of EJ's revised contract, which is otherwise complete. EJ formally acknowledged outgoing trustee CC's numerous and significant contributions to the Board during her tenure; further, EJ recognized CC's efforts with a book donated to the collection in her honor.

Community Relations Committee, Jennifer Searle (JS) and Kristiina Almy (KA)

JS reported that articles introducing "The Story" appeared in the local papers and noted that the piece is part of ongoing programming on local DSCTV channels. KA worked with Library staff to make the piece easily accessible to patrons on library desk-top computers and other devices. A Library renovation-themed word search appeared in the recent issue of the COA newsletter; MM will answer questions and promote the project during an upcoming COA event.

Technology Subcommittee, Jim Murphy (JM)

A joint meeting of the Technology Committee, "tech stars," LBC liaisons, youth advisors' coordinator and an IT consultant proved a fruitful sharing of ideas and trends for the Library's technology future. All of this information, along with results from a recent LBC survey, has been gathered and passed along to the design team.

Finance Subcommittee, JM

JM distributed and reviewed a "snapshot" report of the Endowment Fund Balances as of March 31, 2016. In addition, JM provided a "spotlight" on the Saltonstall Operating Fund, including a brief history of the fund, an overview of primary purposes of these monies and a current balance of the account.

Library Director's Report

The Library Director's Report is incorporated by reference in the Materials Distributed at the Meeting.

Unfinished and New Business

Annual Town Meeting is scheduled for Tuesday, April 26th; the Friends Arts & Crafts Fair will take place Saturday, May 7th; Annual Town Election is May 10th. Trustees should expect a notice/information about opportunities to "preview" the DD materials on or about May 9th, so that trustees can be prepared to discuss/approve the DD documents at the next meeting.

Next Meeting
May 17, 2016.

The Trustees adjourned at 9:04p.m.

Respectfully Submitted,
Jennifer Searle
Informal Recording Secretary, *pro tempore*

Materials Distributed at the Meeting:

1. Agenda
2. Minutes of the Library Trustees Meeting held on March 15, 2016
3. Sherborn Endowment Fund Balances – Snapshot as of March 31, 2016
4. Library Director's Report