

ANNUAL MEETING OF THE BOARD OF LIBRARY TRUSTEES    APRIL 15, 2014  
BELMONT PUBLIC LIBRARY, BELMONT, MASSACHUSETTS

The meeting was called to order at 7:30 P.M. in the Claflin Room by Library Director Maureen Connors. In attendance were Trustees Elaine Alligood, Mark Carthy, Kathleen Keohane, Matt Lowrie, Gail Mann, and Sarah Phillips.

As out-going Chair of the Trustees, Matt Lowrie welcomed newly-elected Kathleen Keohane and Gail Mann to the Board of Trustees.

Director Connors called for nominations for Chair. Trustee Sarah Phillips nominated Matt Lowrie. This was seconded by Trustee Elaine Alligood. Chair Lowrie was elected with a unanimous vote.

Director Connors called for nominations for Vice-Chair. Trustee Elaine Alligood nominated Mark Carthy. This was seconded by Trustee Mann and voted unanimously.

Director Connors called for nominations for Secretary. Trustee Lowrie nominated Sarah Phillips. This was seconded by Trustee Alligood and voted unanimously.

The annual meeting was adjourned at 7:35 P.M.

Respectfully submitted,  
Sarah Phillips, Secretary

Chair Matt Lowrie called the meeting to order at 7:35 p.m. in the Claflin Room of the Library. Present were Trustees Elaine Alligood, Mark Carthy, Kathleen Keohane, Matt Lowrie, Gail Mann, Sarah Phillips, and Director Maureen Connors. Stewart Roberts of J. Stewart Roberts Associates, Inc., Architects, also attended.

The minutes of the meeting of March 25, 2014 were approved on a motion by Chair Lowrie, seconded by Trustee Carthy and voted unanimously.

### **Old Business**

*Stewart Roberts Report* – Stewart Roberts reviewed six architectural designs his firm had originally prepared in 2005 for a new library building, or library renovation/addition, all on the current site. This included cost estimates for two of the schemes, updated to current dollars. Mr. Roberts described the problems with the existing site, such as wetlands and parking space. He reviewed the requirements of ADA and MAAB (Massachusetts Architectural Access Board), and answered trustee questions at length. The trustees thanked Mr. Roberts for his assistance.

Chair Matt Lowrie distributed a draft analysis of various options for routine maintenance, renovation or rebuilding of the library building on the existing site, which was discussed in light of the updated cost comparisons. It was agreed to prepare a list of required repairs and renovations, as part of a proposal to Town Selectmen and Committees. Director Connors will prepare comparative library usage figures for Belmont and area towns.

*Position vacancies* – Director Connors announced the hiring of Myles Sullivan to fill the circulation position, beginning April 22. The search for the Technology Librarian was extended, and interviews will commence soon.

### **New Business**

*One Book One Belmont* – Activities to date for this year's OBOB program have been well attended. Author Nathaniel Philbrick will speak at the Beech Street Center on May 6, introduced by Chair Matt Lowrie and former BPL President Scott Ferson.

*Friends of the Library update* - Trustee Phillips reported that the Friends voted to add \$1,500.00 to funds for library gifts. Work is progressing on a revision of the Bylaws. Director Connors reported that the Friends have invited Susan Flannery, Director of Cambridge Libraries, to speak at the library on May 29 at 7:30pm.

The meeting adjourned at 9:25 p.m.

**Next meeting Tuesday May 27<sup>th</sup>, 7:30 p.m.** (Alternate date June 3)  
June meeting scheduled for June 17<sup>th</sup>.

April 22 is the date of the reception for retired Trustee Keenan.

Respectfully submitted,  
Sarah Phillips, Secretary

Exhibits:

Agenda April 15, 2014

Minutes March 25, 2014

BPL Comparative Cost Estimate, J. Stewart Roberts Associates, Inc., 11/9/04

BPL Comparative Cost Estimate, J. Stewart Roberts Associates, Inc., 3/28/14

Draft Analysis: Renovation/Rebuild

Director's Report April 15, 2014

Belmont Public Library Expenditures April 2014

Activity Report March 2014

Thank-you Note