

Chair Matt Lowrie called the meeting to order at 7:36 p.m. in the Claffin Room of the Library. Present were Trustees Elaine Alligood, Mark Carthy, Kathleen Keohane, Matt Lowrie, Gail Mann, and Sarah Phillips. Director Maureen Connors was absent.

The minutes of the Annual Meeting of April 15, 2014, were approved on a motion by Chair Lowrie, seconded by Trustee Carthy and voted unanimously. The minutes of the monthly meeting of April 15, 2014, were approved on a motion by Chair Lowrie, seconded by Trustee Mann, and voted unanimously.

Old Business

Consolidation of Library facilities maintenance – The Trustees reviewed the history of discussions with the Town regarding the consolidation of Library facilities maintenance with those of the Town. Consolidation of preventive maintenance, services contracts, supplies and small repairs would save money for the town. The Trustees wish to join the consolidation, but most agreed that a consistent, onsite custodian was important for the Library, as well as a voice on the Consolidation Board when library matters are discussed. Trustee Carthy suggested more Library flexibility on these issues. After speaking with Director Connors, Trustees Keohane and Mann will approach Town representatives to further discuss the outstanding issues.

Position vacancies – Young Adult Librarian Ellen Girouard was appointed the new Technology Librarian. The Young Adult position will be posted soon.

J. Stewart Roberts repair estimate – The Trustees reviewed updated library repair estimates provided by J. Stewart Roberts, in preparation for a meeting with the Financial Task Force, Capital Subcommittee, on June 13th. Chair Lowrie reviewed the requirements of ADA and Massachusetts Architectural Access Board, as they would apply to library repairs and renovations. The Roberts repair estimates include required, basic, optional, and ADA access improvements that, depending on timing and cost, could trigger ADA compliance for the entire facility. The Trustees discussed planning for ADA compliance as repairs are made to avoid degradation of the building. Chair Lowrie and Trustee Keohane will prepare slides for the Financial Task Force meeting, giving repair information and options, with a timeline to allow for planned ADA compliance. The Trustees can then seek Town guidance on a realistic plan forward.

New Business

Open Meeting Law – Chair Lowrie reviewed the Open Meeting Law for all Trustees, including posting requirements, executive sessions, and email communications.

Community Preservation Act – Trustee Keohane reported on discussions about CPA with Town officials. Trustees Carthy and Phillips will review library projects that could qualify for CPA funds. Preliminary Applications are due September 30th.

Staff Day – This year, Staff Day is scheduled for Friday morning, June 27; the library will then open to patrons from 1:00pm to 5:00pm. On motion of Trustee Alligood, seconded by Trustee Carty, it was unanimously **VOTED** to close the library building for Staff Day, June 27, from 9:00am to 1:00pm.

Friends of the Library update - Trustee Phillips reported on the Annual Meeting held May 29 where Susan Flannery, Director of Cambridge Libraries, spoke about their new main library building and the community effort involved in making it a reality. A brief second Annual Meeting will be held on June 5th to vote on the revised Bylaws.

The meeting adjourned at 9:40 p.m.

Next meetings Thursday, June 12th, 7:00 p.m. and Friday, June 13th, 8:00 a.m.

The June meeting scheduled for June 17th is cancelled, and will be rescheduled when Director Connors returns.

Respectfully submitted,
Sarah Phillips, Secretary

Exhibits:

Agenda June 3, 2014

Annual Meeting Minutes April 15, 2014

Minutes April 15, 2014

Director's letter dated 5/21/12 to Selectman Mark Paolillo, regarding facilities consolidation

Director's memo dated 8/29/13 regarding facilities consolidation

BPL Estimate of Repairs to Existing Library, J. Stewart Roberts Associates, Inc., 5/28/14

Email from J. Stewart Roberts to Director Connors regarding Massachusetts Architectural Access Board Regulations, attaching 521 CMR 3.0

Draft of slides for Financial Task Force, 6/3/14

Town of Belmont Open Meeting Law E-Mail Guidance

Board of Selectmen Liaisons 2014 – 2015

FY15 CPA Application Timeline

Town of Belmont BOS/Warrant Committee Expenditure Report

MBLC Letter to Chair Lowrie dated 4/21/14 regarding State Aid

Thank-you Note from Mary Keenan

Thank-you Notes from Friends Members

Activity Report April 2014

Belmont Public Library Expenditures June 2014