

Director Maureen Conners called the meeting to order at 7:35 p.m. in the Claflin Room of the library. Present were trustees Elaine Alligood, Mary Keenan, Sarah Phillips, and Matt Sullivan. Trustees Mark Carthy and Matt Lowrie were absent.

The minutes of the July 16, 2013 meeting were unanimously approved on a motion by Trustee Phillips, seconded by Trustee Alligood.

OLD BUSINESS

A. Update on Facilities Consolidation – Director Conners and Trustees Phillips and Sullivan met with Town Administrator David Kale and Superintendent of Schools Dr. Kingston to discuss the parameters should the library join this new town venture, the governing board of which is comprised of the Town Administrator (TA), the Superintendent of Schools, and the soon-to-be-appointed Facilities Department head. It was presented that the schools with multiple buildings need representation on the board and that the TA would represent the entire town. The TA noted that should the library join this group, there would be expertise, flexibility, and less work for the library. At present, the library has appropriate maintenance contracts for work and equipment.

The library group explained that the library is the only elected board with its own building and wondered if the library would be the priority for the Town that it is for the trustees. As the group in charge of a stand-alone building, the trustees are asking for a seat on the board. Dr. Kingston stressed that the library would have to trust the board to make the right decisions for the library. As the Facilities Board meetings are open, a trustee could attend.

The question of whether Town Meeting would have to vote for the inclusion of the library in the Facilities Consolidation was raised with divided opinion.

Trustee Matt Sullivan moved that the trustees approve participation for six months on a trial basis. Seconded by Trustee Alligood, the motion was voted unanimously.

During this time the Town will continue to plow but not shovel at the library, the library could request a work order, and the library could go under the Town for bids for cleaning, etc.

After a period of six months, the Library will revisit this issue; Chair Lowrie will research the legal ramifications as by state law elected trustees are responsible for both building and budget.

B. Capital Project tool – The trustees brainstormed on the draft prepared by the Director. When discussing coordination with other town entities, Director Conners informed the trustees that she has conferred with the newly-appointed high school librarian who is aware of all that the library does for the students. It is critical that the library be appraised of all class assignments that impact student usage of the library. This continues a vibrant working relationship with the schools; in the past some of the shared activities included partnering with the high school for a grant.

NEW BUSINESS

A. Questions regarding the Clark House – Trustee Alligood reported on meeting with Anne Paulsen and Mike Smith who would like the library's support for action on the Clark House. Their position is that moving the Historical Society to a renovated Clark House would free library space. Trustee Keenan had raised three questions with Ms. Paulsen: What is the position of the Historical Society? Where would the house be sited? Who would pay? Director Connors said that having the Historical Society housed in the library is an asset for patrons. Trustee Sullivan raised the extensive cost issue. The sense of this meeting is that the Clark House is a matter for the Historical Society, not the library.

B. Renewal Policy – Director Connors presented the staff's request that the policy of one renewal for an item be extended to two renewals; this is for items on which there are no holds. Trustee Keenan moved that there be a policy of two renewals for all materials w/o a hold. Seconded by Trustee Phillips, this motion was approved unanimously.

Director's Report – The Digitization Grant will include Belmont Poll Lists, a popular research request.

The meeting adjourned at 8:50 p.m. on a motion by Trustee Alligood, seconded by Trustee Phillips and approved unanimously.

The next meeting will be at 6 p.m. on Monday September 23. This Planning Meeting will include participation by the Belmont Library Foundation. Pizza will be served.

Respectfully submitted,
Mary E. Keenan, secretary

List of exhibits:

Agenda August 20, 2013

Minutes for the July 16, 2013 meeting

List of consolidation items to consider

Massachusetts General Laws Chapter 78, Section 10 and Section 11

Director's Report

Expenditures August 2013

Activity Report July 2013