

**Meredith Public Library- Board of Trustees  
Minutes of the Board Meetings June 10, 2014**

Meeting Called to Order at: 6:03 PM

Members Present: Ann Butler, Pam Coburn, Paul Eldridge, Duncan McNeish, Rhetta Colon, Colleen Nolan

Others Present: Matthew Gunby (administrative assistant), Judy Hodges (assistant director), Amy LaFavre (MPC member), Terry Plum (Full Circle Consulting).

**Terry Plum - MPC Report**

Board of Trustees have read summary.

Important takeaways:

- Staff Recommendations
- Survey results show a desire to stay in current location though the public sessions showed more willingness to move.

**Master Plan Committee final printout not ready for distribution.**

**Possible Next Steps**

- Have library takeaways from library visits condensed into specific applications for Meredith.
- Have another survey, charrette and/or education campaign. Order not clear.
- Gather information on renovating this structure and costs associated with it. Two major points that seem important to address: accessibility and parking.
- Attaching spatial needs to the programming desires.

Is the current library space too tight to allow for the future applications of the library?

- Newspaper articles using some of the findings to make it more easily accessible to the general public.
- Low cost decisions that can be achieved from the initial survey report. Shows public that their views are being accounted for.
  - Change of hours.
  - Author program.
- Setting up a building committee.
- Schematic design for building created by architect.

- Learning what the town select board, town manager want for the future of the library.
  - Whether to do this before or after cost estimate.
- Determining what percentage of endowment can/should be spent on cost estimation.
- Reaching out to summer residents. Make a version of the survey available at the library and possibly publicize this in the newspaper.

### **Other MPC Takeaways**

- Survey may be skewed from those concerned with the library. Possibility of bringing these ideas to the town so that they will reach a wider audience. Town wide charrette. Whether finances need to be determined before going to the town needs to be considered.
- Knowledge of what the community center does and does not do important for education campaign.
- The issue of parking is not contained to the library, but the entire town, and specifically the village.
- Questions about bringing the library to code.
- Programs that are of value to push along with their cost/benefit analysis.
- Creation versus collection. More focus on collection, but difficult to determine if this is based on a lack of current space, or because of the community's lack of desire.
- No known sites for future building, but some cost/sq. ft. would be useful to present to public.
- Library as town building in determining both future of building if library were moved and how it should be maintained.
- Bond issue cannot really be considered at this time though when it is considered having a clear number is of great value even if the town presents a different number.
- Is addition of the Baptist Church a library or town issue?
- Baptist Church does not seem currently in a position to move forward with regards to a move to a new location.
- Statement of understanding to be discussed at a future workshop by full selectboard.
- MPC Report can be discussed within sixty days of being received by selectboard.

### **Process of the MPC:**

- Consistency of meetings important.
- The group changed throughout the process.
- Visiting other libraries of great value. The library directors were often involved in the entire process and could now view the process in hindsight.
- Basecamp was a valuable tool to use and holding spot for information.
- Need of trustees to reach out to MPC, ask them if they have any feedback they would like to share. Recruitment process.
- Scheduling tool (Doodle) was helpful in process.
- Attrition of the group early on. Possible reasons: It became a major time commitment. Those selected were involved in a number of other projects.
- The committee was a major success in spite of these early challenges.
- Trustee participation from the beginning would have been valuable.
- Learning process for all parties concerned. Leverage knowledge and connections of MPC.

### **Secretary's Report**

Motion to accept minutes from May 13th meeting: Moved by Ann seconded by Paul. Motion passes.

### **Treasurer's Report**

Senate Bill 297 passed and signed into law.

Motion to accept Treasurer's Report moved by Paul seconded by Pam.

### **Old Business**

Contractor for masonry: Need to wait for Erin to be back, but if a special session needs to happen it will be scheduled.

Letter of understanding: Major points covered with library director, chair of selectboard and town manager and chair of library board.

GMP sculptures program moving forward, but unknown date for installation.

### **New Business**

- NHLTA Reports: Notes to be shared. Trustee to-do list of value. Helps with delegation.
- Motion made to delay opening until 10AM on September 10th for staff training. Moved by Pam seconded by Paul.
- Glenna Lee has agreed to be an alternate trustee member. Nomination and appointment required. Possibility of considering other MPC members for nomination to this role, as there can be 1-3 alternates.

Move to executive session at 7:50.

Next Meeting: July 8, 2014 6:00 PM

Respectfully Submitted by Matthew Gunby