

CONCORD FREE PUBLIC LIBRARY
LIBRARY COMMITTEE MINUTES
FEBRUARY 19, 2019

Present: Library Director Kerry Cronin, Committee Chair Mav Pardee, Lindsay Howard, Dennis Fiori, Bev Gauthier, Pat Nelson

Excused: Carl Vause

Guest: Sherry Litwack, Library Corporation President

1) *Update on Connecting our Community Campaign with Sherry Litwack, Library Corporation president (Guest)*

- S. Litwack shared updated Library Project plans, dated June 2018, as well as the historical 1873 architectural concepts from William Munroe which included the Library House in the long-term plans. From the beginning, Munroe envisioned that special collections would be part of the library.
- The plan will feature more open, flexible spaces including a larger event space, expanded children's areas, spaces for teens, a Commons area where patrons can have snacks, a makerspace, family bathrooms, increased book sorting area, expanded storage for Special Collections, a Children's Garden, three new accessible parking spaces, and more changes to accommodate how visitors want to use the Library today.
- The Library Website now includes an area about the project which you can access through a link on the Library homepage. The Project pages include a video fly through that helps visualize the expanded library.
- Goal to break ground Fall 2019, dependent on funding. Project will take about fourteen months and will not require the library to close during construction.
- The Corporation has made a commitment to best practices in terms of efficiency and sustainability.
- \$10 million project. Campaign team has raised just more than \$5.5 million to date.
- The Library Corporation is requesting \$500,000 in CPA grant funds which will be up for approval at the April Town Meeting.
- The Library Corporation is also requesting \$550,000 in Fixtures, Furnishings, and Equipment funding.
- The Campaign Committee plans to launch the Public Campaign around the same time as Town Meeting.
- Public Forums will be held March 6 at 7:00 p.m. and March 20 at 10:00 a.m. at the Main Library.

2) *The January 2019 minutes were reviewed and accepted*

3) *Update on Special Collections Curator Recruitment*

- It is time to update the agreement between the Town and Library Corporation.
- K. Cronin and Town Manager are in the process of creating the job description for the Special Collections Curator. Town, Library, Library Committee and Corporation Trustees will have an opportunity to review the job description.

- Traditionally the Library Curator has served as Special Collections Curator and Town Archivist. Due to new archiving and reporting standards, it is now necessary to separate that into two positions. The Library Corporation has offered to augment the cost of the Library Special Collections Curator over the first few years to support the transition. The two positions are detailed in Town Meeting Article 20.

4) *The Library Director's Report and Financial Report*

- The Financial Report was not available and will be provided in follow up.
- K. Cronin discussed the Library Director's Report.
- A suggestion was made to organize an event to introduce the Library's new access to the Foundation Directory Online Grant Database to local non-profit leaders and fundraisers.
- The committee agreed that it would be a good idea to delay the community conversation for the long-range plan from April to June in order to create some distance from the planned Library Project Public Forum meetings.
- Food for fines will run March 25-31.

5) *Other Business:*

Art Exhibits

- Anne Irza-Legatt is looking for someone to take responsibility for the Juried Art Exhibit. M. Pardee will attend the next event and the committee will get more information for discussion.

Fine Free Libraries

- K. Cronin shared a flyer from the Portsmouth Library's Fine Free program and shared that the Arlington Library has implemented a Fine Free policy. K. Cronin would like to consider this policy for CFPL.

Documents distributed:

- Meeting agenda
- Committee minutes from January 2018
- Library Director's report
- Public Forum Flyer
- Massachusetts Libraries FY2020 Legislative Agenda

Respectfully submitted by
Tara Edelman