

**Wellesley Free Library
Board of Library Trustees
Arnold Room
Meeting Minutes
Monday, January 07, 2019**

Present: Marla Robinson, Chair; Ann Rappaport, Diane Savage, Maura Murphy, Trustees; Jamie Jurgensen, Library Director; Elise MacLennan, Assistant Director; Inna Ivers, IT Director.

Also present: Marisa Rowe, Director of Development/WFL Foundation; Barbara McMahon, WFL Foundation Board; Lisa Arm, Supervisor of Acquisitions and Cataloging; Joseph Murray, Stephen Gagosian, Town of Wellesley FMD; Ryan Foster, McGinley Kalsow & Associates, Inc.

Absent: Ann Howley; Ann-Mara Lanza, Trustees.

CALL TO ORDER

The meeting was called to order at 9:20 PM.

CITIZEN COMMENT

None.

ITEMS

1. Approval of Minutes

Ann R. moved (Maura seconded) to approve the minutes of December 3, 2018. The minutes were approved unanimously.

Diane moved (Ann R. seconded) to approve the minutes of December 12, 2018. The minutes were approved unanimously.

2. Joe Murray/FMD

Joe introduced Ryan Foster from McGinley, Kalsow & Associates, Inc. who presented an assessment on the condition of the retaining wall at the rear of the library. Overall, there are no safety issues or present hazards at this time. However, there is some cracking and efflorescence and the lack of weep holes at the base has led to deterioration of mortar joints.

There are different options of levels of repair, including;

1. Remove and total replacement of the veneer cast stone, estimated price: \$726,666.
2. Repair most urgent items and follow with monitoring, estimated price: \$226,586.
3. No action aside from monitoring and minor patching as needed.

The Trustees inquired about replacing just stairs without the retaining wall. Ryan gave an approximate price of \$20,000+ to replace existing cast in place steps with pre-cast. The structural integrity of the steps is still sound. FMD will evaluate whether the steps need to be replaced prior to the retaining wall. Joe indicated that Joe McDonough has proposed a place holder for FY2025 in the amount of \$100,000 for the design of the replacement option, followed in FY2026 in the amount of \$908,000 for construction.

Steve then discussed main library carpet replacement. Two areas are due for replacement, however, the current carpet has been discontinued and it is not available. Steve proposed rolling this project into the main library interior design project budget. Dollar amounts being carried for these areas are 7K for second floor perimeter and 35K for circulation department area. This would be handled via transfer to the PBC when the work is done. Trustees agreed to this proposal as long as ATM approves said design project budget.

3. Director's report

Jamie reported on the following items:

- A Legislative Breakfast will be held at the WFL on January 25, 2019 from 8am - 9:30 am. The public is encouraged to attend this library advocacy event.
- The Wellesley Wonderful Weekend parade will be held on May 19, 2019 with a rain date of June 2, 2019.
- Projected date for AMH installation late March/early April.
- The Board of Library Trustee's donation to the Wellesley Food Pantry in honor of Joellen Toussaint was acknowledged with a note of appreciation.
- The renovated Fells Branch Library continues to receive praise from community members.

4. Lisa Arm – Acquisitions and Cataloging

Lisa discussed the "Library of Things" and displayed some examples of new items, and shared circulation statistics of what the Library provides. Lisa also spoke about working with vendors to receive pre-labeled materials.

5. IHR Meeting Room Request

Jamie presented a letter from the IHR (Institute for Health and Recovery) requesting rental of the Wakelin Room for a 2 consecutive day event. After discussion, there was consensus to decline the request and adhere to the policy.

6. Chair Art Gift

Lisa Vergara, an artist whose Storytime Craft pieces were exhibited in the Main Library display cases, offered a piece of her work to the library. A decoupage chair depicting "Make Way for Ducklings" will be kept at the Hills Branch Library for use during story-times. The Trustees appreciate the offer and gratefully accept the gift.

7. Fells

a. Fence

The Design Review Board prefers a black aluminum fence. Jamie obtained an estimate from Reliable Fence for \$4,080.00 for this type of fence. FMD will commit to \$2,500.00 to the project.

Diane moved (Ann R. seconded) to approve up to \$2,500.00 from state aid to fund this aluminum fence at Fells Branch Library.

b. Naming

The Trustees discussed 2 proposed signage concepts for naming features within the Fells Branch Library, and there was consensus that one was preferable. Next step will be exploring cost of fabricating the signs. Wording was also discussed and agreed upon. Going forward, any changes will require Trustee approval.

8. Town Meeting Prep

Trustees reviewed the wording for Article 24 on the 2019 ATM Warrant requesting the design funds for the Main Library renovation. There was brief decision about refreshing the presentation for ATM, including the possibility of a very short video.

9. Mini-golf

Marisa reported that the WFLF Board has decided to cancel this event. After reviewing the Foundation’s goals, Marisa and the Foundation Board agree on the need to focus on preparation for a capital campaign.

10. SBC Committee Update

The Trustees previously reviewed a number of different concepts for Hunnewell Elementary School. There is a meeting at Town Hall Thursday, January 10 @5:30 pm to narrow down the choices from 10 to 4.

11. ILL Policy

Diane moved (Ann R. seconded) to approve the Wellesley Free Library Interlibrary Loan Policy as presented. The motion was approved unanimously.

ADJOURNMENT

Ann R. moved (Diane seconded) to adjourn at 11:23 AM. The motion was approved unanimously.

_____ Date: _____
Ann-Mara Lanza, Secretary, WFL Board of Trustee

LIST of DOCUMENTS

1. Approval of Minutes December 3,2018
2. Approval of Minutes December 12,2018
3. Joe Murray/FMD
4. IHR Meeting Room Request
5. Fells Fence
6. Fells Naming
7. Town Meeting Prep
8. ILL Policy

DD 01-18-2019