

Wellesley Free Library
Board of Library Trustees
Arnold Room
Meeting Minutes
Monday, January 13, 2020

Present: Marla Robinson, Chair; Ann Howley, Vice chair; Ann-Mara Lanza, Secretary; Ann Rappaport, Diane Savage, Maura Murphy Trustees; Jamie Jurgensen, Library Director; Elise MacLennan, Assistant Director.

Also present: Chuck Gordon, Capital Campaign Consultant for Wellesley Free Library Foundation; Kevin MacDonald, Treasurer, Wellesley Free Library Foundation Board.

Absent:

CALL TO ORDER

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

CITIZEN COMMENT

None.

ITEMS

1. Minutes

The Minutes of the December 4, 2019 meeting will be reviewed at the February 2020 Trustees' Meeting.

2. Director's Report

- Jamie reviewed the following: the Draft Summary of Proposed Municipal Sustainable Building Guidelines and the Draft Summary of Findings/January 2020 from the Community Resilience Building Workshop done as part of Wellesley's Municipal Vulnerability Preparedness Program.
- The Wellesley Free Library FY21 Operating Budget summary was reviewed and will be voted on February 3, 2020 at the next Board of Library Trustees meeting.
- Jamie indicated that the cost for Elise and herself to attend the upcoming South by Southwest Innovation Conference will be an additional \$1,238.00 for hotel accommodations.

Ann R. moved (Ann-Mara seconded) to approve \$1,238.00 be taken from the Reynolds Fund to cover this additional cost. The motion was approved unanimously.

- Library staff is working with Kate Burnham, Social Worker at the Council on Aging to put together a list of large prints books that will be available to borrow at the Tolles Parsons Center.
- The first half payment (\$27,164.00) of this year's state aid has been received.
- An overview of potential Warrant Articles for the 2020 Annual Town Meeting was shared at the Town Department Heads meeting last week. Mandatory video recording of all town board meetings is on this list.
- Jamie gave an update on the MacMillan Publishing Co. e-book embargo and the various proposals being floated among libraries to protest this decision including boycotting the publisher.

3. Foundation Update

a. Chuck Gordon, Consultant – Capital Campaign

Chuck gave a detailed overview of the WFLF Capital Campaign plans including timeline. He said a potential tagline for the campaign under consideration is "Take what you like and make it better." Trustee support will be very important to the overall success of the campaign. Chuck also described how the campaign, upcoming Gala and annual fund will fit together as a comprehensive campaign.

b. Branding

Kevin spoke of the value in having various Foundation Board Directors attend Trustees' meetings along with Trustees going to the Wellesley Free Library Foundation meetings.

Jamie and Elise attended the Foundation Branding Meeting, which included a presentation by Bill Heater, advertising/marketing consultant who is helping with branding project.

c. Nominations

Trustees discussed continued efforts to identify potential candidates for the Foundation Board of Directors.

4. Main Library Renovation Update

Jamie provided updates on plans for the renovations including Children's Room changes such as addition of a pin wall (4 ½ X 6 feet), and two other interactive items and a new multi-level fish tank.

Trustees discussed the demolition plan.

5. Roof Update

Jamie reported additional leaks in various parts of the library. FMD is working with roofing contractor of seal off the leaks. However, all acknowledge that this is a short-term strategy until the funds are approved for the total replacement.

6. Branches Update

a. Hills A/C

The Trustees discussed two options for the system: the ductless AC and a ducted type, which would tie into the current HVAC system Jamie is working with FMD on cost and efficiency of each for the Hills.

b. Fells Doors

Three new outside doors will be purchased by April 2020.

7. Policy Review

Trustees reviewed and updated the Wellesley Free Library Eligibility and Use of Library Cards. The policy will be voted on at the February meeting.

8. New Business

9. Topics not reasonably anticipated by the Chair prior to posting

ADJOURNMENT

Ann R moved (Diane seconded) to adjourn at 11:25 AM. The motion was approved unanimously.

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

LIST OF DOCUMENTS

1. Director's Report
2. Renovation Update
3. Policy Review Issuance of Library Cards

DD 1/24/2020