

**Wellesley Free Library
Board of Library Trustees
Arnold Room
Meeting Minutes
Monday, March 11, 2019**

Present: Marla Robinson, Chair; Ann Howley, Vice Chair; Ann-Mara Lanza, Secretary; Diane Savage, Trustee; Jamie Jurgensen, Library Director; Elise MacLennan, Assistant Director; Inna Ivers, IT Director.

Also present: Marisa Rowe, Director of Development; Barbara McMahon, WFL Foundation Board; Betsy Roberti, Advisory Liaison; Catherine Johnson, representing Wellesley Historical Commission.

Absent: Ann Rappaport and Maura Murphy, Trustees.

CALL TO ORDER

The meeting was called to order at 5:35 PM.

CITIZEN COMMENT

None.

ITEMS

1. Approval of Minutes

Diane moved (Ann H. seconded) to approve the minutes of February 4, 2019. The minutes were approved unanimously as amended.

Ann-Mara moved (Ann H. seconded) to approve the minutes of March 1, 2019. The minutes were approved unanimously.

2. Directors' Report

Jamie reported on the following items:

- The Innovation Committee met to discuss ideas and plans related to keeping technology at the WFL current for patron needs, accessible, and innovative.
- A for-profit business renting a library meeting room for a program used WFL's logo on its PR Materials. The contact for the group has been made aware that this is against Library policy. Use of the library logo will be added to the meeting room rental agreement form.
- The WFL has two, 16 hour positions available in Circulation and Children's Departments.

- Girl Scout Grace Ryan held a successful 8 week class on Greek Mythology at the Library for her Gold Award Project.
- Tyson Bolles' "Cut the Cord" class has received rave reviews. Tyson discusses how to substitute streaming and other services for cable TV.

3. Fells Plaque

Catherine Johnson, representing the Wellesley Historical Commission, presented the Trustees with a gift of a new Historical Commission plaque for the Fells Library. This replaces the original plaque which was damaged. The Trustees expressed their appreciation for this gift.

4. Foundation Event & Alcohol Request

Marisa described plans for a WFLF donor appreciation reception planned for the Main Library on Saturday, April 27 from 7-9 pm. The event will include wine tasting and hors d'oeuvres.

Ann H. moved (Diane seconded) to approve the WFLF request for a 1 day alcohol license for the April 27 "Toast to Our Supporters" party that will be held at the Main Library, with the understanding that the WFLF must be approved for that license by the Board of Selectman.

5. Fells Donor Plaques and Wording

The Trustees discussed location, size and material details for donor plaques on the window seats at the Fells Branch Library. The plaques will be 4 ¼ by 3 ½ in size and will be placed on the lower left corner of the window seats. There was consensus to approve wording of the Fells bookcase plaques as presented by Marisa.

6. Fells Garden

The Community Preservation Committee (CPC) has approved a grant for the first phase of the Fells Garden. This grant must now be approved as part of the CPC funding at 2019 Annual Town Meeting which begins in late March. Ann-Mara is working with community members who have expressed interest in helping with this project. Marisa has submitted a letter of intent to a potential funder for a grant for the garden.

7. Friends of the WFL (FWFL) Request FY20

The Trustees reviewed the request to the FWFL for FY20 funding.

Ann-Mara moved (Diane seconded) to approve the request for \$44,110 in FY20 for FWFL Funding. The motion was approved unanimously.

8. Garden Guild Meeting Room Request

The Wellesley Gardeners' Guild (WGG) has requested to set room reservations for all 5 of their meeting dates for the 2019/20 season. This is an exception to the maximum six months in advance policy. WGG does considerable community service in Wellesley,

including maintaining the large flower pots at the entrances of the main library. The Trustees expressed appreciation for those services.

Ann H. moved (Diane seconded) to approve an exception to the WFL Meeting Room Policy for the Wellesley Gardeners' Guild's 2019/2020 season in light of our partnership, with the provisions that payment will be made in full for all five dates at the time of reservation, and that a new request to the Trustees will be required for each future season. The motion was approved unanimously.

9. COA Meeting Room Request

The Trustees reviewed a letter from Council on Aging Director Gayle Thieme, requesting use of a conference Room for eight consecutive weeks for training purposes. After discussion, there was consensus that this request could not be approved due to the high demand for conference space.

10. AMH Update

Jamie reported that the construction team is doing an efficient, quiet and clean job. Delivery of the AMH is expected on April 28. The project should be completed and ready for the public in May.

11. Town Meeting Prep

Trustees will meet on Wednesday, March 13, 2019 to prepare the budget and renovation project presentations for Annual Town Meeting.

12. Wellesley High School Evolutions Program

Elise described this year's WHS Evolutions Project. Students are working to build a mobile audio and video memory recording booth. The Wellesley Historical Society and the Library are the two community partners for this group of students.

13. Gift Acceptance

Martha King donated a gift of \$15.00 to the WFL.

Diane moved (Ann H. seconded) to accept a gift of \$15.00 from Martha King, for deposit to the Directors Fund.

14. SBC Committee Update

Ann-Mara reported that parking (including the redevelopment of the Cameron Street lot) and swing space continue to be discussion topics at these meetings.

15. Topics not reasonably anticipated by the chair prior to posting

Ann-Mara reminded all that the Wellesley Wonderful World Parade is May 19, and that volunteers are needed.

16. New Business

Diane mentioned that nominations for Foundation Board Directors are in process. There are three Trustee-appointed directors ending their first term. All are eligible for re-nomination.

ADJOURNMENT

Ann-Mara moved (Diane seconded) to adjourn at 7:10 PM. The motion was approved unanimously.

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

LIST OF DOCUMENTS

- 1. Approval of Minutes for February 4 and March 1 [Doc1, Doc 2]
- 2. Foundation Event & Alcohol Request [Doc 3, Doc 4]
- 3. Friends Request FY20 [Doc 5]
- 4. Garden Guild meeting Room Request [Doc 6]
- 5. COA Meeting Room Request [Doc 7]

LIST OF DOCUMENTS DISTRIBUTED AT THE MEETING

- 1. WFL Foundation Spring Event Draft
- 2. Two pictures of Fells Branch bookcase plaques
- 3. Picture of Fells Branch window seat