

**Wellesley Free Library
Board of Library Trustees
Arnold Room
Meeting Minutes
Monday, May 13, 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; Bridget Bettigole, WFL Foundation Board; Betsy Roberti, Advisory Liaison; Sue Hamilos, Information Services Supervisor of WFL; Quincy Knapp, Children’s Librarian; Eva Thaler-Sroussi, Children’s Librarian.

Absent: Ann Rappaport, Trustee.

CALL TO ORDER

The meeting was called to order at 9:25 AM.

CITIZEN COMMENT

None

ITEMS

1. Approval of Minutes

Diane moved (Ann-Mara seconded) to approve the minutes of March 11, 2019. The minutes were approved unanimously.

Ann-Mara moved (Ann-Mara seconded) to approve the minutes of April 2, 2019. The minutes were approved unanimously as amended.

2. Directors’ Report

Jamie reported on the following items:

- Elise MacLennan was featured in the Boston Globe and on NBC 10 regarding the missing tree rounds at Fells. Library got over 9,000 hits on FB.
- We received the second half of the state aid in the amount of \$26,602.76 .
- Elise discussed the completion of the Wellesley High School Evolutions Program which was a great success. The Library was a partner with one group in the program.

- WFL recently partnered with World of Wellesley organization and the Young Ethnic Scholars Club of Wellesley High School to host a community conversation about race and diversity issues. The program was well received.
- As part of their community service requirement, Wellesley Middle school volunteers dusted and cleaned the library, under Mike Groh's guidance and did a tremendous job.
- The IT Department replaced one of the servers. They are also working on getting a live online chat for patrons to interact with staff to answer their questions.
- New panic alarm buttons have been installed at each service desk.
- LGBTQ training was a success with presenter Jessie Kravette. She spoke of some sensitive topic areas. The staff found the training helpful and informative.
- Sarah Prager, author and activist, will share some of the most talked-about true stories from her book "Queer, There, and Everywhere: 23 People Who Changed the World." When? The book has received numerous accolades including Best Book of the Year from the New York Public Library. Jointly sponsored by the Wellesley Council on Aging, the Friends of the Wellesley Free Libraries, and World of Wellesley.
- Eva Thaler-Sroussi, part time children's librarian, has been elected to serve on the 2021 Newbery Committee.

3. Children's Department

Quincy and Eva presented a slide show about equitable access in libraries. The presentation was part of a professional development opportunity called Project Set.

4. Information Services Department

Sue discussed the digitalization of the 1931-2012 Wellesley High School yearbooks. Information Technology is working digitizing local maps with \$21,500 a grant from Wellesley Community Preservation funds. \$21,500 Sue shared the success of the computer classes and the new technology streaming TV class.

5. Trustee Meeting Schedule

The Trustees reviewed and revised their meeting dates for June 2019 – June 2020.

6. Renovation Planning Update

The Trustees reviewed the chart, which outlines various advisory groups (both for areas to be included in renovation as well as those in planning for the work). Each group has representatives from all stakeholders including Trustees, Foundation Directors, Friends' and patrons. The first meeting of each group will be held in July, after the hub group, FMD and Architect have met.

7. Wellesley Wonderful Weekend Request

Volunteers will be working the parade giving out candy with Jamie driving our float.

Ann H. moved (Diane Seconded) to approve up to \$500 from the Director’s Fund for supplies and candy for the Wellesley Wonderful Weekend parade. The motion was approved unanimously.

8. WFL Roof Update

The Trustees reviewed the request for proposals for the Wellesley Free Library roofing assessment. It has been suggested that the work be done at the same time as the Library renovation project when the Library will be closed.

9. Fells’ Donor Plaques and Wording

Marisa presented the draft wording for a window seat plaque for the Fells Library. The Trustees reviewed the draft and revised the wording as discussed.

Ann-Mara moved (Ann H. seconded) to approve the wording as presented with the changes. The motion was approved unanimously as amended.

10. Foundation Fall Event

Marisa reported that the Foundation is considering Saturday, October 26 for a fall Foundation event.

11. Fells Garden

The Wellesley Garden Study group has expressed their interest in providing and maintaining a raise bed planter in the Fells Garden.

a. Garden – Phase I

The DPW will be working on the first phase of the garden after July 1 to prepare the ground for planting the lawn, adding irrigation etc. in preparation for planting grass and addition of hardscape, beds, steps etc. Schedule for next phase will be in summer of 2020.

b. Fountain Request

A water feature has been part of the design and cost of the garden from the beginning. It has been determined that the fountain that has been chosen needs to be installed by the vendor as part of Phase I work and not later as had been thought. It is unclear if this cost can be included in the CPC grant and if so, whether there will be sufficient funds left from Phase I work to cover it. It was suggested that the WFLF be asked for a grant to cover the cost of the fountain. This item is part of the \$40,000 that had been listed as a potential upcoming request to the Foundation Board.

Ann H. moved (Diane seconded) a motion to ask the Wellesley Free Library Foundation to grant up to \$9,000 towards the purchase and installation of the fountain. If the request cannot be acted upon prior to July 1, the funds will be taken from the Jenks Fund. The motion was approved unanimously.

c. Naming Opportunities

The Trustee reviewed the draft naming opportunities for the Fells Garden. . They added a donation opportunity of \$1,000 to the list provided.

Ann-Mara moved (Diane seconded) to approve the naming opportunities as presented with \$1,000 additional category. The motion was approved unanimously as amended.

12. AMH Update

The AMH is being installed this week. The book drop will be available for the public as soon as all permits are approved.

13. Kiwanis Membership

The Trustees discussed the possibilities of a Kiwanis membership for the Library.

14. SBC Committee Update and Parking Study

The Trustees discussed the library parking study, which shows heavy use and some safety concerns. Trustees feel that it is critical that library parking be considered as part of the planning for the Hunnewell School and that adequate parking for the school be included as part of the design discussion.

ADJOURNMENT

Diane moved (Maura seconded) to adjourn at 12:10 PM. The motion was approved unanimously.

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

LIST OF DOCUMENTS

1. Agenda
2. Approval of Minutes for March 11 and April 2 [Doc1, Doc 2]
3. Summer and FY20 Trustee Meetings – Schedule[Doc3]
4. Renovation Planning [Doc4]
5. WFL Roof Update [Doc5]
6. Fells’ Donor Plaques and Wording [Doc6]
7. Fells Garden - Update [Doc7]
8. Fells Garden – Fountain Request [Doc8]
9. Fells Garden – Naming Opportunities [Doc9]
10. SBC Committee Update and Parking Study [Doc10]