

BOXFORD TOWN LIBRARY TRUSTEES' MEETING

SEPTEMBER 16, 2019, 7:00 P.M.

TOWN HALL, CONFERENCE ROOM TWO

PRESENT: Jeanette Glesmann, Chair, Jayne Smallman, Vice Chair, Carole Davis, Stephen Harvey, John Paul Ryan via video conference, Kevin Bourque, Director

ABSENT: Heidi Ellard, Elizabeth Mullard

CALL TO ORDER: Chair J. Glesmann called the meeting to order at 7:00 p.m. noting that the meeting is being audio and video recorded. She thanked J. Smallman, Vice Chair, for conducting the August 12, 2019 meeting. Chair Glesmann welcomed John Paul Ryan via video conference.

J. Glesmann wanted to add to the record that she had received an e-mail from Jan Silva who had not been able to attend the listening session on September 3, 2019. In Jan's e-mail she offered comments on the proposed modification to library space in Boxford's Town Hall/Library building.

COA (Council on Aging) representatives contacted Chair, Glesmann, regarding the COA project on former Library Trustee property at 10 Elm Street and wanted to know how the Trustees felt about it. Chair Glesmann stated that the trustees had voted unanimously to turn the 10 Elm Street property over to the Town of Boxford for municipal purposes and the May Town Meeting vote affirmed that and the Town set up a stabilization fund for Library use. All present members agreed that 10 Elm Street is under the jurisdiction of the Town of Boxford for Municipal use.

SECRETARY'S MINUTES: Charlene Mead—Minutes of the Boxford Town Library Trustees' Meeting of August 12, 2019. Three amendments were made. *C. Davis made a motion, seconded by J. Smallman to approve the minutes of the Boxford Town Library Trustees' Meeting of August 12, 2019, as amended. The vote was unanimous.*

DIRECTOR'S REPORT: K. Bourque

- **Apple Festival:**
 - Director Bourque and Children's Librarian, Josh Kennedy, will be staffing a tent featuring Apple-themed craft and Technology Petting Zoo.
 - Friends of the Boxford Town Library and Barbara Perley Fund representatives will be present
- **Tree of Kindness:**
 - This is one element in a series of community interactions which is part of a Tri-Town collaboration including the three libraries, the Tri-Town School District and Masconomet School.
 - The goal is to change public discourse through the "Growing the Good," movement, inspired by the work of Fred Rogers. Our communities will embrace "Radical Kindness," and begin to reshape the way we interact with our neighbors in the Tri-Town and the world.

- The Tri-Town Community Read is: Radical Kindness (The Life Changing Power of Giving and Receiving) by Angela C. Santomero
- On Wednesday, September 25, at 6:30 p.m. in Meeting Room One the Boxford Library will show the movie: Won't You Be My Neighbor: A little kindness makes a world of difference.
- Radical Kindness by Angela Santomero book discussion will take place at Boxford Town Library on Wednesday, October 23, at 6:30 p.m.
- Lynn Lyons is the featured speaker on Thursday, October 3, at Masconomet Regional Auditorium from 7 – 9 p.m. Her topic is: Let's Get Ahead of This Thing: A Hope-Full Paradigm for Supporting Our Children: Essential Lessons from Mr. Rogers and the Neighborhood He Created
- K. Bourque, Director, attended the National Association of Rural and Small Library Conference in Burlington, Vermont on September 4 – 7.
 - He felt it a privilege to be chosen to represent Massachusetts
 - Work will begin soon to plan the 2020 Small Library Forum for Massachusetts Libraries.

FRIENDS OF THE BOXFORD TOWN LIBRARY UPDATE: C. Davis

- Feasting with Mark Twain at the iFarm
 - Inspired by Andrew Beahrs's book, Twain's Feast: Searching for America's Lost Foods in the Footsteps of Samuel Clemens
 - Sunday, October 13 from 3 – 6 p.m.
 - Tickets \$50 per person, \$100 per person to be part of Twain's Literary Circle
 - All proceeds benefit programming at the Boxford Town Library
 - Following dinner, local aficionado, Bill Sherman, will bring Mark Twain's life and travel alive.
 - An e-mail will be sent out with the poster attached for forwarding to residents and friends.

UPDATE ON TOWN HALL/LIBRARY FACILITY: K. Bourque and J. Glesmann

- Director, K. Bourque, Chair, J. Glesmann, and Vice-Chair J. Smallman, held three Listening Sessions with Town Hall Stakeholders.
- The Goal tonight is to decide which direction to take of the 4 options
- Option 2 Conceptual Drawing was presented
- Option 3 Conceptual Drawing was presented
- Option 4 Conceptual Drawing was presented
- The Chart of Library Renovation Stakeholders' Concerns, Opportunities and Potential Solutions were reviewed and discussed with each of the three options considered.
- The goals of the plans are to:
 - Create a more welcoming space and more efficient and effective use of the space for library services.
 - Be a good neighbor with the Town Hall Employees
 - Those goals appear to be met with Option 4
- The Challenges to Option 4 are:

- Sight lines at the Circulation desk are not good without glass on the stairway or use of some form of technology
- Need to cooperate with COA and Town Hall to relocate or find options for the 5 volunteers who presently sit at the front desk.

J. Smallman made a motion, seconded by C. Davis to present Option 4 as the preferred option to the PBC (Permanent Building Committee) on Thursday, September 19, at 188 Washington Street and on Monday, September 23, at the Selectmen's meeting in Meeting Room 1, Town Hall. Discussion followed and J.P. Ryan said that he favored Option 4 although he cannot vote remotely. The vote was unanimous.

OTHER BUSINESS: J. Glesmann

- Special Meeting needed prior to next scheduled meeting on October 21, 2019
 - J. Glesmann will send out an e-mail requesting how many can attend an October 2 meeting
 - Based on what the PBC and Selectmen decide, Trustees need to notify Miika of MED so she can proceed with the plans.
- Concept of Trustee Orientation:
 - October 16 is the next scheduled orientation provided by the MVLC in Chelmsford
 - J. Glesmann stated that it is valuable information for both new and seasoned members of the board of library trustees

ADJOURNMENT: J. Smallman made a motion, seconded by S. Harvey to adjourn the meeting. The vote was unanimous. The meeting adjourned at 8:44 p.m.

NEXT MEETING: October 21, 2019

Respectfully submitted,

Charlene Mead

Charlene Mead, Minutes Secretary

Documents/exhibits discussed at the meeting:

Director's Report

Feasting with Mark Twain

E-mail from Jan Silva

Chart of Library Renovation Stakeholders Concerns, Opportunities, and Potential Solutions

Floor plans: Options 2, 3, and 4

Accepted as presented on: October 21, 2019