

Library Facilities Building Committee
Meeting
August 29, 2007
8:00 AM
Boxford Town Library

Present: Guy Simmons, Tim Feeney, Anna Plucinska, Peter Morbeck, Diane Giarrusso
Absent: Barbara Beardsley
Guests: Jane Moody

Chair P. Morbeck called the meeting to order at 8:05 AM.

The updated charge to the committee was reviewed. The charge now requires the committee to determine facility options for optimal library service in Boxford and to recommend the best options to residents at Town Meeting.

The LFBC agreed that it was not a prudent use of Town funds to repair and renovate the existing library facilities as the March 2007 Tappé report indicated a loss of 50% of collection spaces.

The LFBC discussed the Board of Library Trustees request that membership on the LFBC be as inclusive as possible at this point. G. Simmons stated that at least seven residents were interested in assisting the LFBC in its task. The Trustees believe it is a good time to be inclusive and listen to lots of points of view and take advantage of the talents available in the community. P. Morbeck agreed that being inclusive at this point was a good idea, noting that it also offers public relations opportunities to get the word out about the current and future needs of the library facility. P. Morbeck also stated his opinion that once the facility needs are defined and the building is ready to be built the LFBC shrink back down to 4 or 5 in size as it is his experience with Town Hall and the Police Station that a smaller highly skilled committee is better for that part of the project.

D. Giarrusso distributed two analyses of library services for the committee to review. The first uses the nationally accepted Wisconsin Public Library Standards to compare staffing, collections, hours open and funding. The second denotes existing spaces and compares the actual space they take up with the space they should take up. Three categories were analyzed: collection, patron seating, staff space. The LFBC briefly looked them over and will discuss the findings at future meetings.

The Board of Library Trustees asks the LFBC to survey the community. G. Simmons explained that the Board of Trustees would love to be able to go to Fall Town Meeting to state their position regarding library service and to report the results of a community survey about library services. The Board of Trustees provided a draft of some survey questions for the LFBC to consider.

In response to the survey questions provided by the Board of Trustees, P. Morbeck stated his concern that the survey not appear to be dictating a potential building size before researching the space needs of the library. P. Morbeck also stated that the current number of materials and

furnishings in the library indicate that we are fitting the equivalent of a 15,000 square foot building into the current 10,500 square foot building spaces. He recommended bringing out the facts and explaining why we would need more square footage than would be available if the town were to renovate and repair the two existing libraries.

T. Feeney suggested that the LFBC prepare a range of size options so that people could see what each option could offer in terms of service. He suggested 12,000sf, 15,000sf, 17,500sf. He also suggested that the LFBC determine the cost per square footage in today's dollars for the proposed DPW, Town Hall, Police Station and Masconomet Regional JH/SH School as figures for comparison.

A. Plucinska suggested that the LFBC consider what to do with the current library facilities if they are abandoned for a new library facility. T. Feeney concurred noting that there are incremental costs to the Town depending upon a range of variables that could influence the eventual cost of a library facilities proposal.

T. Feeney suggested that the goal of the LFBC be to spend 6-12 months determining what people want in terms of library structure and services, not content. Once this task is complete, the LFBC should figure out the costs and bring that information back to the Town. T. Feeney stated that if a survey is done, it should be comprehensive, a quality survey and present research and facts to the community as well as elicit residents' opinions.

G. Simmons suggested that Fall Town Meeting was a great time to launch a survey. A. Plucinska suggested using the Apple Festival to let people know what was happening with the LFBC and letting people know about the survey.

The LFBC discussed the potential warrant article at Fall Town Meeting to form a Permanent Building Committee.

The LFBC discussed whether it could find a suitable centralized location, not on the former town landfill, to site a new library. It was suggested at that point that the survey ask residents what they think should be done with the old library buildings if a new one is built.

The next meeting will be held at the Boxford Town Library on Wednesday, September 12, 2007 at 8:00 AM. New committee members will be invited to attend and start working.

A reminder was made that this committee is subject to the Open Meeting Law which includes email communication. Please remember that email is for informing committee members and not deliberating.

The meeting was adjourned at 9:15 AM
Respectfully submitted,
Diane Giarrusso, Ex-officio, Secretary
Library Director