

# **POMFRET PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**

## **Minutes**

May 9, 2017, 7:00PM-Public Library

In attendance:

Ann Hinchman, Barbara Saperstein, Pam Lewerenz, Ginger Lusa, Liz Cartier, Craig Baldwin, Sally Rogers,

### **1. Acceptance of minutes of March 2017 Meeting**

Motion to accept minutes: GL, 2<sup>nd</sup> BS

No corrections or additions. Passed

### **2. Treasurer's Report**

Community Fund monies have been accepted by the town.

SD, LB and SR attended Community Foundation workshop on Funding

### **3. Librarian's Report**

Summer program: Build a Better World. Several programs lined up.

Charter will take over our internet service.

### **4. Friends of the Library Report**

- They had book sale on Friday. Pomfret School students helped remove books from library attic. Took in more than \$900.

### **5. Old Business Library Expansion Parking Lot Sewer Line**

- Stakes are in and there will be a lot by early summer.
- Needs to go through Inland Wetlands permitting process.
- Syl Poly is designing it.

### **6. Update on nominations for new members**

Possible candidates:

Sylvia D. would like to run again (Republican)

Ray Wishart (Dem)

Ian McClaren (Dem)

Erin Billiard (Dem)

Kerry Felise Murray (Dem)

Frankie Rollinson (Rep)

Melissa and Richard Telford (Ind.)

### **7. New Business Building Project Review Plans with Craig Baldwin**

- Where do we go from here?
- Laurie has gone way above her duties and consolidated the information into a beautiful and useful packet.
- Craig Baldwin here to advise our next steps:
  - Need to reconcile the survey results with needs and requirements statements. Was anything out of whack? Anything missing from one or the other? Why and what?

- Completed Library Space Planning Guide is filled out and will inform the future decisions. Using their formulas our library should be 8000 ft<sup>2</sup>. Compare Space Doc. With the Planning guide.
- The Planning Guide doesn't talk about how the internal spaces relate to the other spaces. We need to discuss this. Fill in the gaps.
- Go through our findings. Craig B will help lead that discussion. Look at practical issues, size, layout, etc. Make sure ADA compliant. CB suggests conference room on main floor.
- IT, electrical support...Mission needs statement, Requirements Document builds on that (template to take to the architect)
- He says we've done the bulk of the prep work. He suggests a town library fund drive. Look for private grant givers.
- Ready to get a conceptual drawing.

Request for Proposals before Conceptual drawings?

Craig will speak with Pomfret School about possible land deals.  
Sally and Laurie will reconcile survey and requirements, etc.

Next meeting: June 13

Move to adjourn BS, Second by GL. Adjourned at 8:17PM

A handwritten signature in red ink that reads "Sally Rogers". The signature is written in a cursive, flowing style. The first name "Sally" is written in a larger, more prominent script, and "Rogers" is written in a slightly smaller, more compact script to its right.