

**Library Trustee Meeting Minutes (as members of the LEC)
29 March 2022
Cornish Town Office**

Present: Laura Cousineau (library trustee), Kathi Patterson (library trustee)
Heidi Jaarsma (LEC), Dillon Gallagher (LEC), Larry Dingee (LEC), Susan Chandler
(LEC), Caroline Storrs (LEC)

Citizens:

David Aguiar, Nancy Newbold, Bill Gallagher, Colleen O'Neill, Marie DeRusia, Martha
Zoerheide, Karen Gillock; via Zoom: Nancy Wightman, Keith Mullane, Stephanie
McAndrew

1. Call to order at 6:30 PM

2. Approval of March 15, 2022 minutes by unanimous vote. Minutes will be sent to Town
Office at townbos@comcast.net

3. Open Forums for public comment and information sharing

3a. The Foundational Meeting is a listening opportunity for questions, comments, and
ideas. The purpose is to give a general outline of the plan and get as much input from
the public. Heidi suggested a June meeting for ventilation, better weather (maybe),
homework still to do, and time for mailing of the postcard. Dilly has already signed up
the Town Hall for April 30th at 1:00. Laura will check with Gwyn Gallagher who has
agreed to be moderator and see if that date fits his schedule.

The group then discussed a mailing. Caroline and Sue will write a proposal to the
Tasker Fund for funds to pay for a Every Door Mailing for 3 mailings and submit as soon
as possible. If fails, will use warrant funds.

3b. Second Meeting: A second meeting was discussed which will be run by Banwell
Architects and is part of the original contract with the trustees. There was discussion of
when to hold the meeting. David Aguiar suggested sooner because a lot of
misinformation needs to be clarified. Nancy Newbold suggested having the meeting in
the Fall, closer to the voting time. Kathi suggested having the meeting on zoom and
recorded so people could access at their leisure. Tamsin Orion suggested CATV in
WRJ as a good enterprise to record the meeting. Heidi felt the meeting did not need to
be rushed. Caroline suggested having 2 meetings; one as soon as possible after the
Foundational and one later in the year. Sue suggested a meeting in the Fall since we
will be gathering input from the Foundational Meeting and have the ability to then apply
it so the public is aware that we are listening to their concerns. The consensus was to
have the Banwell and MA-KE meetings close together for meeting dates in the Fall.

4. Additional Areas of Study for the committee

4a. Information on the functioning of a community room.

Laura suggested that a subcommittee be assigned to explore the definition and functioning of a community room. Laura hoped that Stephanie McAndrews, librarian, could lead this group. Heidi said that some of the questions still at large are: availability during and after library hours, is it managed ultimately by the trustees of the library, is it run by the librarian? Kathi also said some of the issues that need to be addressed are: are there extra costs not in the present budget? Phone costs? Larry said that insurance would need to be checked and a list of types of uses need to be spelled out. Heidi mentioned that it might be important to find other libraries with similar community centers and look at the line items in their budgets. She said it was important to capture all expenses in the proposed budget from larger line items to smaller ones, such as the coffee bar. David Aguiar reminded everyone that this is a community center which is a gathering place and not a community center that has health clinics, basketball games, etc. Laura said that the Trustees would be using their discretion for a list of community uses and Stephanie said that all libraries have community rules and she is willing to be a member of this subcommittee as well as Kathi, Laura, Chris S. Laura will reach out to Cindy Heath as a possible 5th member.

4b. Other

Heidi laid out an outline for the Final Report that will be submitted to the Selectboard. She suggested:

1. Background
2. Current Community Facilities
3. Proposed facilities benefits and liabilities
4. Comparative Analysis
5. Conclusion and Resolution

Karen Gillock also suggested an electronic survey as a suggestion to gather another set of voices.

Heidi would like Stephanie to come and explain current programs.

Heidi said she had asked Primex what the cost of insurance for the renovated building would be - about \$2,300.

Sue suggested listing restrictions on buildings in the town's inventory since there has been public comment that we already have too many town buildings. She stressed that many are unsuitable for large or small gatherings due to no heating furnace, no water, no toilet facilities.

Sue also said that we need to make time at the next meeting to review Kathi's handouts.

5. Questions on estimates for Stowell building

Dillon said that the Selectboard had closed on the land acquisition from the Newton's. He also said that a new charge had been developed by the Selectboard. There was some discussion of exactly what the change was. Dillon said that the select board had added the word "advisability" and an expiration date of "on or before Town Meeting March, 2023" to the wording of the original July, 2021 charge. Caroline asked Dillon

what he feels the word advisability means to the Board. Dillon said that the Selectboard will indicate whether they feel the Library will be recommended on the warrant article. Heidi said *feasibility* means "can we?" and *advisability* means "should we?" Larry said that his information on MAKE has been given to the Selectboard and Dillon said that it was. Caroline raised the question of whether we are moving away from our original charge which was to present to the Town as to the feasibility of the Cornish General Store building becoming the town library. She read the definition of feasibility which is to assess the practicality and viability of a project to determine whether the project or venture is likely to succeed. She questioned whether having a whole new project done by MAKE is working away from that charge of feasibility and we already have a comparative analysis with A2-02 plans and the Guesstimate from Christopher Kennedy of MAKE. Dillon explained that this was asked at the March meeting so a better comparison could be created.

6. ADA Compliance

Tom Ladd is coming to make an ADA assessment of the George Stowell Library. Stephanie MacAndrews will be there. Laura is coordinating the date, time, and who will attend.

7. CCI: Expiration date

Heidi asked Colleen that there be an expiration date so that a date can be included in the warrant article. Colleen said that she will do this.

8. The Next Meeting

April 12th was decided as the next meeting date. First on the agenda will be the handouts that Kathi has developed. The agenda should also include more information from the CCI. Larry agreed to do minutes for the next meeting.

Respectfully submitted,
Kathryn Patterson, Library Trustee