

Stowell Library Trustees Minutes 6/14/2022 (with LEC)

All members present

Others present: Keith Mullane, Sandy Guest, Bill Gallagher, Nancy Newbold, Leigh Callahan, Judith Kaufman, Jill Edson, Colleen O'Neill, Mary O'Connor, Marie DeRusha, Mariann Thompson, and Richard Thompson.

Called to order by Chair Laura Cousineau at 6:30.

Caroline Storrs requested that Survey Sub-Committee be added to agenda.

May 31st Minutes were approved after changing September 16 to September 13. Kathi Patterson moved, Susan Chandler second.

Dillon Gallagher was asked what additional information the Selectmen needed. He listed: Soft costs, maintenance schedule for both buildings, staffing and hours, operating budget, the MA+KE report, clarification of Community Center, and Clarification of Programming.

Caroline Storrs asked about how the Town schedules maintenance. Heidi Jaarsma said that the Municipal Building Committee has a spreadsheet. Caroline and Heidi are both members of this committee. Heidi said if MA+KE can provide maintenance costs for the G.H. Stowell Library that she will create a spreadsheet.

Kathi Patterson read the Library's mission statement and that the Trustees see it to be good as written. (See Mission Statement)

Kathi reported that Hancock Library counts every event to come up with the total of 363 programs.

Kathi presented a spreadsheet of per capita expenditures of Libraries in towns with similar populations. (See Report). She reported the budget went up last year due to increased hours and salary increase. Heidi asked if Cornish was the lowest funded. Kathi said for similar populations. Mariann Thompson asked if it was for similar activities. Heidi recommended going to the State Library website to find reports on NH State Library Data. Laura said that can be confusing. Caroline asked if it was safe to say we are in the bottom 25%. Laura suggested bottom 15% to 20% depending on categories. Laura mentioned some Libraries have endowments. Heidi explained total operating revenue too local government revenue. Laura said the costs were primarily payroll. Larry asked if the School Libraries were tracked. Heidi said the School Library costs approximately \$90,000 per year. Susan noted it was hard to compare School Libraries to Town Libraries as it was not apples to apples. Laura pointed out that the Town Library must be open to all. Kathi said info of the George Holmes Library can be found in the Frankestown Annual Reports. Heidi questioned the need to go over all of this.

Kathi had compiled a second sheet (See report) Heidi asked if we should have a link to the State website on the Cornish website. Laura thought it would be better to post Kathi's reports.

Kathi had prepared a comparison of 18 Libraries and listed 4 with meeting rooms and the size of the meeting rooms. (See report) Dillon asked if Kathi had contacted all the Libraries and Kathi said just the four that listed meeting rooms. Dillon said it had seemed a little confusing.

Laura reported no information of Soft Costs. The estimator has not yet responded.

Larry presented information on the progress of the G.H. Stowell Library sub-committee. The sub-committee did a good job nailing down goals at the first meeting. They included Larry's list of ideas and Caroline's list from last July. He reported expansion would only be on original property, as the new property would be for well, septic, and lawn. Old MA+KE design was attractive so would try to stick with it. Parking goals are 8 spots with one handicap spot. Larry reported that he had presented Chris Kennedy with the two lists of goals, Tom Ladd's report and the survey of the new property and that they brainstormed on how to accomplish the goals. Caroline called for a Point of Order and interrupted. She said one could interrupt the Chair for a Point of Order as she had read it in Roberts Laws (Rules) of Order. Larry asked if he could finish. The Chair affirmed his request. She attributed the controversy to mis-communication and said objections would be heard after Larry finished his report. Larry stated the sub-committee would meet as a group once Chris had wrapped his head around the documents presented and had ideas on moving forward. He stated that Chris Kennedy is on a time crunch, and to get preliminary ideas he needs to get going on it. He stated that it seems to have been arranged for tomorrow. Chris has been working on parking and had tried to connect with the surveyor Dombrowski to come up with elevations. Chris had asked Larry to help get Chris and the surveyor together. Elevations are for curb height, edge of road right of way, and heights for ramps. Larry said that he took it upon himself, "as we all should" to be doing everything we can to come up with ideas. Laura question what the third floor was and asked who was at the meeting. Caroline said Larry was just to contact Chris to set up a meeting. Susan asked if space and area needs had gotten to Chris. Larry said that they had. Susan said she was surprised Larry had met with Chris because she thought it to be with all of the sub-committee. Larry explained that there are three levels: First floor, basement, and Historical Society. Dillon said that he had left the sub-committee meeting thinking that Larry would give Chris the lists and schedule a meeting with the sub-committee. Laura pointed out that there was some misunderstanding and that there is a meeting tomorrow. Larry explained he had tried to facilitate a meeting with the surveyor to get the pins set and get elevations. Susan pointed out the Septic plans had not been filed with the State because of a timeline and wondered if the pins had anything to do with it. Larry said the pins were not related. Heidi clarified annexation; first the deed is conveyed and then the pins are set. Kathi asked that the pin in the field be well marked so that those who hay the field will see it. Larry asked about the right of way and Heidi said it was a surveyed right of way. Caroline asked what did you mean by survey. Larry explained that he got a copy of the survey map from the Town Office and it includes the Historical Society, Library, and the new lot. He said it includes some elevations and the surveyors may have more in their database. Heidi asked Caroline if she thought a new survey was being done. Caroline said yes. Larry again urged everyone to have ideas and contribute. Judith Kaufman asked why people in the flat don't have a say in the parking. She said tractor trailers go through to go to the Park. Laura said all citizens will have a chance to speak on parking. Larry pointed out that the architect is aware and Selectmen, by law, oversee the roads. Caroline suggested that Larry is pushing for parking on the road. Larry said he was not pushing anything. He pointed out that when the sub-committee met there were more than 8 cars parked on the edges of the road.

The Flyer for the open forum was discussed. Laura reported that Heidi had recommended a simple format. Laura will create a new draft Flyer.

The open forum scheduled for July 23rd at the Town Hall was discussed. Susan had talked with Mike Monette about microphones. Heidi volunteered to help. Susan is going to contact the School as well. Susan asked that people start to think about what they want to say and present it to the committee. Caroline reported that the School used the microphones for graduation and that the janitor is named Paul Sosa. Susan wondered how many people would attend.

Heidi has been working on the survey. She suggested it be short and simple. The Board of Selectmen purchased Survey Monkey in conjunction with the Planning Board. Her goal is to have a rough draft of the Survey by the next meeting. Susan suggested paper copies as well. Heidi thought to possibly have drop boxes. Caroline wondered how you prevent someone from filling out 10. Heidi said one has to trust. Survey will be open to residents and non-resident Library patrons. Susan pointed out that it wasn't a vote. She asked if we refer digital or paper. Jill Edson said either. Heidi suggested a PDF version on the website and paper copies at the Library and Town Office. The Survey will be live before the flyer goes out.

The Community Center/Room was discussed. Laura reported that she had been going to Libraries to ask about how they are set up. She has a list of four and has been to two. She is making good progress.

The Chair opened the meeting to New Business. Colleen O'Neil asked that future agendas be placed on the Town Website homepage. Heidi reminded her that webmaster is an unpaid position. Colleen said that she didn't see it on the Exploratory Committee page. Kathi said it was on the Trustee page as well. Heidi described how to find the Exploratory Committee page. Laura said that if one needed the agenda to call or email her.

Next meeting was scheduled for June 28th, 2022 at 6:30 at the Town Office.

Meeting was adjourned at 7:48 pm.

Respectfully submitted, Kathi Patterson , Recorder