

**final**

**Goodwin Library Trustees  
Meeting Minutes  
July 10, 2018**

**Present:**

Jo-Ann Konieczny  
Alison Donta-Venman  
Caryn Perley  
Alan Weinberg  
Maureen Devine  
Patrick Borezo, Library Director

**Meeting called to order:** 7:06 pm.

**Approval of Minutes:** Minutes of the 6/12/18 trustee meeting was approved unanimously.

**Director's Report:** The library had 1,929 patron visits and circulated 3,636 items in June. The library's updated capital plan (10 year) as requested by the Select Board was discussed. Amounts for outside painting, technology and furniture were included, but no other major improvements (such as elevator) were included since it is presumed that the library will be in the new building for most of the 10 year capital plan period.

Sue Brown is now working the 27 hour/week benefited schedule as Assistant Library Director. Ella Stocker has resigned as YA coordinator to take a position with Amherst High School. The YA position will be posted in late July.

**Building Committee Update:** Alison reported on the Building Committee meeting of July 9<sup>th</sup>. The new library project is now in the Design Development phase. Engineers and other consultants are doing modelling and analysis of energy needs and solar potential and are working on recommendations for HVAC and electrical systems for the new building. There will be presentations and discussion of these items at the next meeting of the Building Committee on July 23<sup>rd</sup> in the Senior Center.

There have been a few relatively minor changes to the interior and exterior plans. The toilet area near the vestibule will now be a suite of four separate, private toilets. An additional door has been added to the north side to access the mechanical room. Possible modifications to the windows and design of the southern exterior wall are being looked at.

Test pits on the library site will be dug in a couple of days. Preparation for the July 17<sup>th</sup> continuation of the Planning Board public hearing for the Senior Center/Library site continues. Parking remains the key issue. MBLC has sent a letter to the Planning Board advising them of what the MBLC considers a reasonable amount of parking for libraries across the state. Senior Center and Library OPMs have met with David Nixon to update him on potential delay related escalation of project costs.

**Capital Campaign Update:** Caryn reported that several hundred dollars have been received from sale of "Li-Berry" ice cream and donations to Sam's Room. The campaign will be getting a percentage of sales from Family Mini-Golf in Hadley and planning continues for the Spelling Bee event later in the year.

**Friends Update:** Maureen Devine reported that recent fundraising events and donations brought in about \$1500. There will be a kids bake and book sale for Sam's Room on 7/14. The Friends contributed \$450 for the Summer Reading Program kickoff. The Friends will not meet for the rest of the summer.

**Other Business:** Caryn Perley submitted her resignation from the Goodwin Memorial Library Board of Trustees as of July 11, 2018. The trustees expressed their appreciation and thanks for her many years of excellent service and stewardship of the Goodwin.

Jo-Ann reported that the library may be receiving a sizable bequest from the estate of long time patron Charlotte Smith, pending legal and/or probate court review. The trustees voted to authorize Jo-Ann and Patrick to discuss the bequest with the Town Attorney.

Trustees are reminded to review whether they need to file or modify conflict of interest statements with the Town Clerk particularly if there may be connections with potential future contractors or vendors involved with design and construction of the new library.

**Votes:**

*Motion to authorize Jo-Ann Konieczny and Patric Borezo to discuss the Smith bequest with the Town Attorney was approved unanimously.*

**Next meeting:** August 21, 2018

**Meeting adjourned:** 8:40

Respectfully submitted for approval,

Alan Weinberg  
Secretary, Board of Trustees