

Minutes of the Gleason Public Library Trustees December 8, 2017, 10 am, Quiet Study Room

10:07 am-call to order

Attending: Steve Golson, Priscilla Stevens, Christine Stevens, Abby Noland

1. Approved minutes from 11/17
2. Director's report—see attachment
3. Space plan contract update
 - a. Steve spoke with Tappé principal Jeff Hoover regarding terms of liability in the proposed contract. Town counsel advises that we can waive this clause if we contract only for design work, however, this clause must remain if we undertake any construction. Since the trustees do not envision any construction—only a reallocation of space to bring in compliance with ADA and optimize existing square footage—and because we cannot agree on terms, the trustees move to discontinue work with Tappé. Steve will consult town counsel about the proper way to cancel the original solicitation.
 - b. In the meantime, Abby will solicit input from staff on minor ergonomic-type concerns that can be accommodated near-term.
4. Personnel board update
 - a. The November personnel board asked Abby to obtain estimates from outside experts to perform the historian/curator responsibilities on a contractual basis (for overseeing the preservation of historic artifacts and showcasing town archives on an ongoing basis). Abby will obtain estimates from two outside experts and Janet.
5. FinCom and budget review
 - a. FinCom is receptive to the position of historian/curator and will consider it as they come to a decision on many competing budgetary priorities.
6. Review and approve GPL Expectations
 - a. Moved and seconded revised GPL policy re: prohibition of soliciting or canvassing on premises
7. Review and approve Meeting Room Policy
 - a. Trustees suggest further edits re: Library sponsored events and donations/fund raising
8. New business
 - a. CCTV working group
 - b. We will arrange a tour and informational interview of the Concord Free Public Library.

12:18 am-Adjournment

Next meeting January 19, 10 am

Documents reviewed this meeting:

- Agenda
- Director's report
- Revised Meeting Room Policy
- Revised Gleason Public Library Expectations
- vonRoesgen email