

Trustees of the M.N. Spear Memorial Library
June 12, 2023 7:30pm, on Zoom
Minutes

- Members present: Michele Regan-Ladd, Mel DeSilva, Kate Cell, Tim Logan
- Mary Anne Antonellis: Library Director
- Guest: Grace Bannasch, Town Manager

Open Meeting Law Complaint- presentation by Grace Bannasch

An Open Meeting Law complaint has been received. Open Meeting Law complaints are learning opportunities. The basis of this complaint is 1) the transition from open meeting to executive session, and 2) the level of detail in the agendas.

- 1) If you're meeting for executive session, you have to open the session and THEN go to executive session. You have to remember to turn on the recording for an open session and then turn it off for executive session per town counsel.
- 2) The law is vague on this topic, but in 2022 the MA Attorney General said that it is not sufficient to cite the boilerplate language as to why a committee is in executive session. You must add enough detail but not so much as to jeopardize the content of executive session. We can consult with the town counsel as to what additional details should be included when explaining why the trustees are going into executive session.

The Trustees have to write a response letter and the complainant can either say they are satisfied or elevate to the MA Attorney General at which point the Attorney general would provide more guidance. The complaint needs to be distributed to all committee members.

Kate Cell and Michele Regan-Ladd will draft and send the response to the complainant. Mary Anne will forward the complaint to all Trustees as well as some guidance on the matter that has been sent to Mary Anne.

Meeting Minutes Approved

May 22nd meeting minutes approved unanimously - Tim Logan: Yes; Kate Cell: Yes; Michele Regan-Ladd: Yes; Mel DeSilva: Yes.

April 10th meeting minutes approved unanimously - Tim Logan: Yes; Kate Cell: Yes; Michele Regan-Ladd: Yes; Mel DeSilva: Yes.

Building committee update

Architects have sent a schematic design pricing set to a cost estimator and the cost estimate came back so high the project is cost prohibitive- \$12 million.

Mary Anne has been meeting with the co-chairs of the Trustees and the MBLC on a strategy to reduce costs and maintain the integrity and mission of the building. Millions have to be shaved off. Any building more than 5000 square feet has to have a fire suppression system and a third bathroom and there are additional spaces required for a building over 5000 square feet. We will bring the building below 5000 square feet which will make the project implementable. We will protect the public spaces and space for collections. In addition to reducing the size of the building, the following has been proposed to reduce costs: 1) moving the building closer to the road will reduce costs by reducing need to cut down trees, 2) eliminating the outdoor

programming space, 3) using a steel exterior, 4) using less expensive finishes. We can apply for grants to build a detached covered porch or pavilion as stage 2. We can also make the building solar-ready and not put on the solar, but the state will cover 75% of the cost of these panels so this may be the most cost-effective time to purchase solar panels. The MBLC will review new drawings for consideration and approval. The building committee came up with a schedule for redoing the schematic design to reduce the cost. Note- the community meeting room will need to be smaller. We have to have the money in hand when we go out to bid. Reminder: The state grant will pay 75% of the cost of the library.

Director's Report

- Railings on the front porch were repaired by a volunteer
- Electric door opener got fried in a storm and has been repaired by a local electrician.
- There are lots of people all over the valley saving their cans and bottles for us. A volunteer collects, sorts, and redeems the cans.
- The tag sale was wildly successful. An organization picked up most of the leftover items. Amazing crew of volunteers. Things that were too big for the organization to pick up were moved into the basement of town hall and then moved out in front of town hall by volunteers. A volunteer will bring the rest not claimed to the dump. It's such a joyful community event.

Next meeting: Dates being considered- July 10 or July 17th.

Respectfully submitted by Melanie (Mel) DeSilva, Secretary, Library Board of Trustees