

**Trustees of the Harvard Public Library
Draft Minutes for Monday, June 6, 2022**

Held on Zoom

Attendees: Cary Browse, Gail Coolidge, Marty Green, Stacie Cassat Green, Jen Manell, Davida Bagatelle

Director: Mary Wilson

Absent:

Guest: Barbara Kemp

Call to Order: : 7: 03 p.m. Meeting held via Zoom; recording is available on Harvard Cable TV.

Topic	Discussion	Votes/ Action Items
Review of Minutes		May 2, 2022 Minutes approved. ** Marty will send minutes to Cary
<u>Director's Report</u> State Level	No update	
Director's Report Town Level	Town Budget approved at Town Meeting.	

Director's Report

Library activities

Chinese Acrobat performance was very well attended.

Elementary school classes have met in Volunteers Hall to prepare for their summer reading programs

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8th graders came in last month.

Abby has a very full schedule for summer reading "Read beyond the beaten path".

Popsicle kickoff June 29/rain date 30th.

Yoyo program is scheduled for July 21. Program support from HPL Trust, Inc.

Circulated items

May Circulation: 7,566; of which 1,744 were e-Materials
Over the counter book circulation has increased.

The Head of Circulation position has been filled. Mary is thrilled to have Meghan Balbresky returning to the HPL staff! Had 4 applicants, Meghan the best by far! Has her MLS

140 other library jobs posted at the same time as our posting; librarians are quitting across the nation.

The large tent is going up on July 6.

Mary - please fill in details.

And Meghan's correct and full name.

Committee Reports		
Buildings and Grounds	<p>The Roy Moffa bicycle has been reinstalled. Davida wrote a letter of thanks to Tim Kilhart.</p> <p>Mary reported that the LED project in the attic above the 2nd floor kitchen was completed last month. The library is now as energy efficient as can be.</p>	
Communications	Nothing to report - Jen	
Space	<p>Marty reported for the Space sub-committee. They worked with the architects on drawings for an outdoor structure. And discussed the best option from the 4 drawings.</p> <p>Next step: find a design we can all agree on to then present to the Bromfield Trustees. Or – show them more than one design and get their input?</p> <p>All of the designs have a 30x40 footprint .All options have the same footprint. But in different orientations.</p> <p>Trustees reviewed and discussed pros and cons for each design.</p> <p>Option 1: Wooden with triangular braces at top which gives more traditional look than option 2. Center post blocks the view for some participants.This option has a shed roof and it has the lowest roof</p> <p>Option 2B: Wooden structure with no center post, better visibility for programs. More traditional peaked roof. Looks like a building to house horse carriages.</p>	<p>** Mary will ask Abby for some quotes from Moms.</p> <p>** Gail will pull together a list of benefits of being outdoors.</p> <p>** Subcommittee will work on a packet for Bromfield Trust.</p> <p>** Davida will assemble points about the benefits of outdoor activities.</p>

Option 3 : Very modern design metal structure allows for less heavy support network This is the most translucent to view shed.. May need more storage space. Shed roof, highest roof.

Stacie likes #3 likes lighter touch and less obtrusive design.

Jen suggests a #4 coffee filter shape idea. She also noted that the design is similar to many college campuses with old and new buildings side by side.

Davida - get our ideas organized before we ask designers for new drawings.

Marty - Make sure we show the Bromfield Trustees how structure would be used year round.

Marty said Abby says she will go to Bromfield Trust on her knees for a permanent outdoor structure if necessary.

Mary - wants to make sure that the audience is under the roof for most events.

Kathleen Dogherty - liked outdoor learning and solar panel ideas.

The Historical Commission must approve of any design. Our architect works often with the Harvard Historical Commission.

Jen - Consider using the new section of the library building for inspiration.

Davida - Don't spend more money on drawings until we get some approval from the Bromfield Trustees.

Plan to hold the meeting with Bromfield Trustees in the actual outdoor space. Show the Bromfield Trustees the current tent (after July 6). Prepare paper packets for the Trustees.

Moms here and from other towns say the Harvard library is one of only places with outdoor story hours.

<p>Patio Shades</p>	<p>Discussed and compared 3 potential solutions for creating shade on the patio.</p> <p>Tent (Gail) Inexpensive option. Weights can be added to the feet to help stabilize a tent in the wind. Tent set up can be managed by 1 person. Conducive to small group meetings. Maybe try a few this summer to see how they work.</p> <p>Davida - EasyUp tents from Harvard Farmers Market needed 2 people to set up. Sun does come in from the side. Had to be replaced often.</p> <p>Marty - given low cost, maybe worth trying this year.</p> <p>Where would they be stored? Only available during library hours.</p> <p>Shade sails (Davida) Davida showed materials from Concord Awnings who had created a design for the patio 11 years ago. Turnbuckle connections must come down for snow. Can connect to the building with cleats, or many other options.</p> <p>What about the sun moving? Margaret Nestler and Polly did a study on sun movement on the patio 11 years ago. Basically, coverage depends on how high the structures holding the sails are.</p> <p>The company designs and installs it.</p> <p>Company came out and took lots of measurements of the patio. We would need a tall post for more shade. Don't want sails to interfere with trellises.</p> <p>..Maybe move trellises?</p> <p>Drawback: posts in the ground can't be infinitely high.</p> <p>Would there be too much happening with 4 posts and 4 trellises?</p>	<p>** Davida will get more details from the company. She will find out if there is a cost for them to come and update design.</p>

	<p>Cost: about \$20,000.</p> <p>Check with the company about when sails need to come down every year; they can't support heavy snow. Who would take them down? DPW? Maybe the company will do it; if so, what is the cost.?</p> <p>Shade pergola (Stacie) Most expensive, needs electricity, covers most of the patio? Shade shuts automatically if wind is too strong.</p> <p>Gail - massive structure doesn't match design of building.</p> <p>Note: Trellises are growing beautifully this year.</p>	
New Business		
HPL Board Positions for 2022-2023	<p>President: Stacie</p> <p>Treasurer: Gail</p> <p>Clerk: Cary</p>	VOTE: Positions approved with unanimous vote.
Old Business		
AV Project update	<p>CCS notified us that the A/V project will be delayed another 6 weeks.</p>	

	Mary reported that the electrician recently finished the LED light project..	
TOPICS FOR NEXT MEETING	Next step: Look at comfortable furniture for the patio. Note that the tables are too small for 2 laptops..	
Guest comments	Barbara Kemp wanted to hear discussion on shades. She likes the sails and Stacie's option.	

**** Action items**

MEETING ADJOURNED 8: 32 p.m.

NEXT MEETING: Monday, July 11 2022

LOCATION: Volunteers Hall/ Zoom

Documents referenced:

Draft Trustee Minutes for May 2, 2022

Shading information documents