

**Marlborough Public Library Board of Trustees**  
Meeting Minutes

October 1, 2019  
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Tom Abel at 7:00pm

Board Members Present: Tom Abel, Bill Brewin, Robyn Ripley, Rustin Kyle, Fred Haas, Karen Bento, Samantha Khosla, Janice Merk

Also Present: Margaret Cardello, Library Director; Daniel Verrico, MPL Foundation Capital Committee Chair; Bill Keyles, MPL Foundation Treasurer; Tom Gatzunis, Daedalus Project Manager for the library renovation; Drayton Fair and Mallory Demty, architects from LLB.

Documents Reviewed/Referenced:

1. Agenda
2. Minutes from the September 3, 2019 meeting
3. Trust Fund/State Aid reports for September 2019
4. Director's Report
5. 2020 Library Calendar

Proceedings:

1. *A motion to move agenda item #3 – Project Update – LLB/Daedalus – to the top of the agenda was passed. (Haas/Ripley).* LLB Architects Mallory Demty and Drayton Fair walked the Trustees through the preliminary designs for the library renovation. LLB has been working closely with the Building Committee and PMM Tom Gatzunis from Daedalus to ensure the new design complements the original Carnegie building while meeting the requirements of a modern library. As the plan for the new 36,000-square foot building is being refined based on feedback from the Building Committee, Demtry noted that the design team is "treating the Carnegie building as a jewel." The board expressed support for the progress the team has made to date and looks forward to the seeing the next design revision.
2. **Minutes:** *A motion to approve the meeting minutes from the September 3, 2019 meeting was passed (Haas/Ripley).*
3. **Trust Fund Reports:** *A motion to approve the Trust Fund Reports for September 2019 was passed (Brewin/Ripley).*
4. **Director's Report:** (see attached for more details)
  - Staff is continuing to weed the collection of outdated materials. An inventory of the full collection will be undertaken shortly, which will help determine the number of stacks that will be required in the new building.

- Plans to use the Walker Building as a temporary location are continuing to move forward. Margaret will be meeting with a moving company that specializes in library moves as a next step.
- Two new Pages have been hired. There is still one open Page position. In addition, it has been difficult to fill the open part-time Clerk's position in the Children's department, so the city's HR department is expanding the online job postings for the job.
- The Main Street Journal is working on an article about the building project. It is expected to appear in the next issue.
- Margaret briefed the Trustees on "First Amendment Audits" that are being performed by a citizen's group which believes the Constitution affords the right to film in a public space, even if local policies prohibit it. Several Massachusetts libraries have been "audited" recently. The audit involves an individual walking through the library with a camera to see if library staff asks them to stop. (They do make an effort to not film patrons and blur out any non-employee faces that are caught on film.) The resulting exchange is posted online. Margaret sought the opinion of City Solicitor Jason Grossfield on how her staff should handle this should it occur in Marlborough. He explained that there is some legal basis for the group's position. He advised staff to allow the filming to take place and not engage with the individual, as the goal of these audits is to create controversy.

### **Committee Reports:**

- Marlborough Public Library Foundation:  
Daniel Verrico provided an update on the Foundation's activities. At the group's annual meeting in September, Bill Keyles was voted in as group's new Treasurer. The rest of the board remained the same. He also noted that having the final architectural drawings of the building will be very helpful in the group's fundraising efforts going forward.

### **5. Old Business:**

- *A motion to approve the proposed 2020 calendar was passed. (Khosla/Ripley).* Margaret noted that the calendar includes a change to close the library at noon on the day before Thanksgiving and New Year's. This would align the library with the rest of the city departments, but is a change from years past when the library has stayed open until 5pm on those days. She will check with the City to determine if this change has any contract implications. If so, she will come back to the board with a revised calendar.

### **6. New Business:**

- Samantha Khosla inquired about any plans for the library to assist residents in completing their 2020 census forms. Margaret noted that the library is

participating in a committee led by City Clerk Steve Kerrigan that will offer such assistance.

- Robyn Ripley updated Trustees on an American Library Association webinar she recently attended which offered excellent guidance on how to educate the public on the essential role of libraries today. The webinar offered some very useful tools which Robyn will share with the board.

**7. Adjournment:** *A motion to adjourn passed at 8:17pm (Khosla/Bento)*

Minutes submitted by Janice Merk.