

DRAFT MINUTES

May 13, 2013

**Library Planning Committee
Thomas Memorial Library
Community Room**

Members Present:

Frank Governali
Molly MacAuslan
Kathy Ray
Jessica Sullivan
Kate Williams-Hewitt
Jay Sherma, Library Director, Ex Officio
Greg Marles, Facilities Director, Ex Officio

- 1) The third meeting of the LPC was called to order at 4:03 PM by Chair Molly McAuslan.
- 2) Jessica presented a brief summary of past library planning, beginning with its 1919 dedication, highlighting its growth to the present day, and ending with the formation of this committee.
- 3) Molly presented a review of outstanding findings, building deficiencies and existing conditions, gathering data from past engineering reports and library study materials.
- 4) Jay presented a review of past and current TML patron use statistics.
- 5) Discussion was held concerning the prioritization of the major committee work items. The consensus was that the prioritization would be as follows:
 - #1 Use of Past Work
 - #2 Thomas Memorial Library Services Plan
 - #3 Thomas Memorial Library Facilities Plan
 - #4 Use of Other Town Space
 - #5 Public Input (NLT June 2013 meeting)
 - #6 Harriman Study Impact
 - #7 Funding Sources (fundraising; private, grants)*** It was agreed that budget consideration will be an ongoing component of each work item, and that a specific Library Planning Committee Budget is to be determined.

- 6) Discussion was held concerning the next meeting. We will assess how we are/ will be addressing our actions items. We will hold our next meeting on Friday May 31, 2013 at the police station, beginning at 10:30 AM, followed by lunch. We plan to visit the following local libraries after lunch, if Jay is able to confirm availability of their respective library directors:
Portland
Topsham
Brunswick
- 7) Meeting adjourned at 5:50 PM

Jessica Sullivan, Secretary