

Draft Minutes

June 13, 2012

Library Planning Committee

Thomas Memorial Library

Members Present:

Molly MacAuslan, Chair

Kathy Ray

Jay Scherma, Library Director, Ex Officio

Frank Governali

Kate Williams-Hewitt

Absent: Jessica Sullivan and Greg Marles, Facilities Director, Ex Officio

1) The fifth meeting of the Library Planning Committee called to order at 3:35 by Molly MacAuslan.

2) Maureen O'Meara, Town Planner Presented to the group demographics in Cape Elizabeth.

- Maureen provided a one-page summary of the demographic features of Cape Elizabeth and copies of The 2007 Town of Cape Elizabeth Comprehensive Plan.

In summary: Demographics will not change Library committee work.

- Cape Elizabeth is a mature suburb, similar to Yarmouth.
- C.E. had the majority of its housing development happened in the 1980's.
- There is not a significant amount of land to be developed left.
- The new projects are for condominium type units thought of for 'empty nesters'.
- Cape Elizabeth will not lose more of its population.
- Considered a 'Closer Suburb' rather than a 'Further Out Suburb'. Further Out Suburbs at this time are more sensitive to present economic events.
- Recognizing the trend that families choose to stay in C.E. Community 20 plus years, not the usual 12-year cycle.
- Our medium age is 42. We have an older population because there are not many starter houses for younger families price range.
- CE has the highest educated levels in state. Top 5% in highest Income levels in state.
- Seasonal residencies are not affecting demographics.
- In a 2012 FOSP survey the results showed a preferences by residents for Open Spaces by 80% Wetland Protections by 70%, Schools and then Taxes.

3) A motion to accept Citizen Participation at Meetings and Workshops Statement as reads in the June 13, 2013 agenda and all future agendas was seconded and passed by unanimous vote.

4) We agreed that as a committee we would continue to Review Areas of Concerns.

- 5) - We discussed the importance of incorporating new information with past work and continuing to move forward considering all relevant information to our charge.
- 6) Kate reported on her meeting with Meredith Nadeau, Greg Marles, Russell, Eric Kramer and John Christie. Question asked was, "What would or could be housed in the Library Building that we do not currently have in our community or would like to build on?"

A document was shared which lists the threads that were discussed in that June 10, 2013 meeting.

The highlights are:

- Community Service and the Library serve the same population for learning, information and enrichment.
- If the two entities were housed together, would this save the town resources/funds?
- Do the two entities need to be housed together or would they benefit from a closer proximity to share programming?
- Do the new trends in Libraries like Genius Bars, Shared Work Space, Volunteer Centers provide K-12 Students and Community Service Patrons support for deeper learning?

Kathy Ray stated a concern for having The Library Committee overstepping it's charge if following this up on this thread and incorporating this information in report.

Discussion regarding the importance for this thread of information being further investigated between Mike McGovern and Meredith Nadeau and their administrators. The role of the Library Committee is to gather information and share with town council only.

Action: Kate will follow up with Meredith regarding Library and Community Service to ensure that this thread is followed up through appropriate chain of command.

Jay stated that Footnotes in The Library Committee Report would be an appropriate way to incorporate information that we learned through our work.

7) Public Input and Outreach

- Molly met with Mike M. to ask how we could get public input on Libraries.
- Mike suggested Wednesday or Thursday's are best meeting days.
- Kate will ask Greg to secure a meeting place for August 21st and/or 22nd for a public input session.

Possible locations: High School Cafeteria or Middle School Cafeteria.

- Kathy shared her history of how past public meetings were held.
- Frank shared that we may have 8 tables of blue sky thinking and if this would be practical.
- Molly **requested** that each of us would come up with questions to ask the public for next meeting.
- Frank shared the Open Space Survey and sent it to the group as an example.

- Types of questions suggested were, “Would you rather spend \$2M to get this or \$6M to get that?”
- Molly shared her letter entitled *What's Up With the Library* that she sent to The Courier.
- She will continue to write our news to keep this in the public eye.
- Kate will send emails of stakeholders to Jay to produce a distribution list.
- Jay suggested writing an introduction and then show 3 price comps with different services included and ask people to pick what they want with a fourth choice possibility to get more information.
- Frank suggested using the 30 /40 clickers that CEEF gave to schools to help manage information.
- Kate will ask Eric Kramer if available for August 22nd meeting if confirmed.
- Remember to utilize past work information from last vote.
- Build a list of some elements to include in questions that are comparable to what we have now with a price point.
- Jay will send the survey from 2007 to look at questions.
- Decide on questions for Survey Monkey.
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- Jay explained Mike's process for choosing Architects and square footage, estimating a month's turn around time.
- Continue to plan for presentation to Town Council for the October 7, 2013 meeting.

8) Confirm next Meeting Date: June 28, 2012 @ Library

Ongoing work for next meeting or homework.

- Start with Agenda number 8 and loop back to 7a and 6.
- We agreed that each member would bring questions for survey/public input forum.
- Molly will write another up date for the Currier. Including a question to the public: Do you have any suggestions for our committee to be more productive?
- Make special invites to people who will have specific interest in the process.
- Form a Architect Hiring Subcommittee. Architect will focus on space programming.
- Finalize subcommittee. Molly was interested. Ask Greg if he will serve.
- Bring recommendations for a third member from the public to serve.

Notes taken by
Kate Wiliams-Hewitt