

Yarmouth Library Planning Committee
Minutes – June 13, 2023

Members Present:

Linda Callahan (Chair)
Mary Johnson (Vice Chair)
Jane Cain (Library Director)
George Bovino
Liz Argo
Regina Hopkins

Also Present:

Deidre Gaguin

At 4:07 p.m., the Chair, Linda Callahan, called to order a meeting of the Yarmouth Library Planning Committee (LPC). Linda introduced Deidre Gaguin, a member of the public that was attending the meeting. Deidre had no comments at that time. Linda then reviewed with the LPC the agenda for the meeting. Linda began by stating that, because of her upcoming knee surgery, Mary Johnson would be filling in as chair at the next meeting. Linda stated that she might be able to participate in the meeting via zoom.

Linda first turned to the minutes of the May 23, 2023 LPC meeting, the joint meeting of the LPC and the Evaluation Committee, on May 31, 2023, and the LPC meeting also on May 31, 2023. Mary Johnson moved that the May 23, 2023 minutes be accepted. George Bovino seconded the motion. There being no objections, the minutes were approved unanimously. Mary Johnson then moved that the May 31, 2023 minutes be accepted, subject to changing the wording about the need to hire a graphic artist to read “should retain a graphic artist”. George Bovino seconded the motion. There being no objections, the minutes were approved unanimously.

The LPC then discussed a proposed draft letter to the Board of Selectman, as a follow up to the LPC presentation on May 9, 2023. After discussing the matter, the LPC decided that it would not send a letter.

The LPC also reviewed the public educational materials had been prepared to educate the public about the LPC’s work. The LPC decided to put the materials on hold until it had an opportunity to discuss them with Constructive Disruptions (CD).

The LPC also discussed the need to determine exactly if the current libraries are in a storm surge inundation zone. Regina noted that the NOAA maps are often updated to reflect

better computer modelling, and that the sites needed to be checked against the latest maps. Jane agreed to discuss the matter with the Town's natural resource officials.

Next, the LPC reviewed the proposed terms for its contract with CD regarding the community needs assessment. The LPC determined that the revised pricing from CD was acceptable, and they were in support of the contract terms. The Chair then recognized Regina Hopkins who moved that the LPC agree to the contract terms as set forth in Exhibit A. Mary Johnson seconded the motion. The resolution passed with a vote of four in favor and none against; Liz Argo having left the meeting before the vote took place.

The Chair then asked Jane to review for the LPC the status of the strategic planning process. Jane reported on the results of the public feedback session held on June 8, and she stated that the next step was to hold a planning session with staff. Jane stated that after the staff had the opportunity to develop a draft strategic plan, she would share it with the LPC for the LPC's comments.

The LPC also agreed to discuss alternative solutions to the need for additional library space beginning at its August meeting.

Finally, Linda then asked Deirdre if she had any comments to make, and Deirdre stated that she would need more information about the Library before she could do so.

The LPC then agreed to hold its next meeting on July 11, 2023 at 4:00 p.m. at the South Yarmouth Library.

There being no further business, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Regina Hopkins, Library Planning Committee