

Yarmouth Library Planning Committee  
Minutes – August 1, 2023

Members Present:

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

Also Present:

Deidre Gaguin

Not Present: Linda Callahan

At 4:33 p.m., the Vice Chair, Mary Johnson, called to order a meeting of the Yarmouth Library Planning Committee (LPC). Mary introduced Deirdre Gaguin, a member of the public that was attending the meeting. Deidre had no comments to make. Mary also noted that Linda Callahan was unable to attend.

Mary first turned to the minutes of the June 13, 2023 LPC meeting. Liz Argo moved that the minutes be accepted. George Bovino seconded the motion. There being no objections, the minutes were approved unanimously. Mary then reviewed with the LPC the agenda for the meeting.

Mary began by stating that the Town did not have a signed contract with the consultants selected to conduct the community Assessment, Constructive Disruption. (CD). Mary stated that there was a disagreement between the Town and CD about the contract termination language in the proposed contract. Mary said that she would follow up with the Assistant Town Administrator, Bill Scott, so that the issue will be resolved, and the contract signed.

Mary next reported that she, Jane Cain and Bill Scott met to discuss the next steps for the proposed MBLC application. Mary stated that she felt that Bill was supportive of the proposal. He also recommended that the LPC share with the Board of Selectmen the Reconciliation Table developed by Jane, which sets forth the schedule the LPC needs to meet in order to file a timely grant application with the MBLC.

Liz Argo then stated that she had a one-on-one meeting with the Town Administrator, Bob Whritenour, in her personal capacity, about the Board of Selectmen presentation in May.

Jane next reviewed for the LPC the first draft of an online survey for residents of the Town about how they used the current libraries, and what changes they would like to see made. The LPC discussed possible additions to the survey, and Jane stated that, as soon as the contract was signed, she would schedule a zoom call with CD.

Mary then reviewed next steps for the LPC to take before the next meeting. She asked Liz to review the materials on the LPC's website and recommend updates. The LPC then discussed the need to retain the services of a graphic designer to improve the website and develop materials in connection with the community assessment.

Mary then asked George Bovino to reach out to various constituencies in town to discuss what the future of the libraries should be. The LPC discussed the groups George should contact, such as the Chamber of Commerce, school leaders, the Historical Society and other community groups. Mary also asked Regina Hopkins to develop charts that compare the Yarmouth Town libraries with other libraries on Cape Cod. Regina stated that she had already visited several libraries, and had taken pictures of them, as a basis of comparison. Deirdre Gaguin volunteered to help develop a statistical profile of the Town of Yarmouth.

The LPC then agreed that its next meeting would be August 15, 2023 at the South Yarmouth Library.

There being no further business, the meeting was adjourned at 5:39 p.m.

Respectfully submitted,

Regina Hopkins, Library Planning Committee