

**SWAMPSCOTT PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
MINUTES**

FEBRUARY 2, 2017

Attending:

Herrick Wales, John Karwowski, Sarah Pruett, Susan Conner, Alyce Deveau, Richard Smith

Richard Smith, a local architect, came to the trustees meeting to discuss the steps that the library must take if we were to proceed with some type of renovation project.

Richard suggested that the library formulate its Long Range Plan before any motion is taken to start a renovation project. He suggested seeking some help from the Massachusetts Board of Library Commissioners to begin this project.

He also suggested that the MBLC may make some suggestions for consultants to come and meet with the Trustees to discuss possible renovation.

He stated that you must first have a Service Plan before you can move on to a Building Plan.

The Trustees asked Alyce to get in touch with the MBLC to begin the process.

Susan and Alyce will attend a training session in March for the new 5 Year Plan that must be submitted to the Board of Library Commissioners.

The Trustees then talked about the upcoming Book Trivia Night. Joh Karwowski suggested that we not charge for the event despite the fact that the money collected would just be given out as prize money.

Herrick suggested that we add cheese and crackers to our offerings the night of the event.

Sarah asked Alyce to talk with the Friends about the change of not charging for the event and get back to the Trustees.

The date for the next meeting was set for March 13, 2017 at 6:30 pm.

Respectfully submitted,

Alyce Deveau

A handwritten signature in cursive script, appearing to read 'Alyce Deveau', written in dark ink.