



SWAMPSCOTT
— PUBLIC LIBRARY —

BOARD OF LIBRARY TRUSTEES

NEAL DECHILLO, CHAIR
ELLEN WINKLER, VICE CHAIR
TRIPT SEMBHI, SECRETARY

**Meeting
Minutes
10.5.22**

The meeting was called to order at 5:32 pm in the library. Present were Trustees Ellen Winkler, Tript Sembhi, Neal DeChillo, and Director: Jonathan Nichols

1. Potential Library Plans/Renovations

- Revisiting plans from 2020
 - Reviewed phases from 2020 report
 - HVAC 2020 – Air quality upgrade – Checking with Susan if completed
 - Historic Committee – interior changes not part of historic guideline
 - Reduction of collections where possible – YA, compact disc, references collections, children (certain collections can be reduced)
 - Children’s Room: - Toddler are main focus
- Reconfigurations of tween & toddler areas
 - Possible changes in plan based on current changes happening.
- Reference desk relocation – all agree
 - Possibly, entrance at garden level outside space
- Play space current use – not used due to town restrictions
 - YA area downstairs
 - Relocation of Makers Space – LSTA Grant opening next year
 - Storage – updating furniture to limit storage space
- Town looking into grant for scanning machine to clear out old paperwork
- Neal spoke to Wayne Spritz – Engineer in town- He is willing to discuss further about Makers Spaces which he has worked on.
- Staff & Supervising Space: - Placement of reference desk. Jonathan should speak to staff and get their feedback.
- High Density Storage: - Is where it is a good space?
 - Very expensive storage
 - To consider in later phase, after reviewing and reducing collections – may not need dedicated space.
- Existing shelving – Not conducive to space and very heavy and large.
- Recommendation from report:
 1. Entrance/Lobby area- easier handicap ramp access.
 - Baldwin Room- collection can be relocated or removed, possibly on the 3rd floor
 2. Main Floor area – Back door access
 3. Thompson Room – Shifting books and rearrangement of shelves and furniture (currently happening)
 4. Raymond Room – Better functionality, movable working pods, seating area/no collections
 5. Bathroom needs on 1st floor

- Front Windows – Plaques- Jonathan looking into
- Ellen will reach out to Lavalee & Brensinger to revisit the report, next phases and cost.

Next meeting

10.18.22 – 6pm-7pm

The meeting was adjourned at 6:48pm.