

**COMMITTEE ON LIAISON
NOVEMBER 13, 2017 AT 7:11 PM
COMMITTEE ROOM
WOBURN CITY HALL**

Voting Members:

Attending: President Richard Haggerty, Alderman Michael Anderson,
Alderman Joanne Campbell, Alderman Michael Concannon, Alderman Lindsay Higgins,
Alderman Darlene Mercer-Bruen, Alderman Edward Tedesco, Alderman Richard Gately
Absent: Alderman Mark Gaffney

Also present: Woburn Public Library Director Andrea Bunker, Woburn Public Library Board of Trustees President Richard Mahoney, Woburn Public Library Board of Trustees member Loretta Schuck, Woburn Public Library Asst. Director Rebecca Meehan

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On the review of the Woburn Public Library's strategic plan for 2017-20: Director Bunker distributed to the Committee extra copies of the previously-accepted Strategic Plan, along with notes from a community retreat with Library Strategies, a consultant with which library officials were required to meet in order to qualify for state aid. Motion made by Alderman Tedesco and seconded by Alderman Mercer-Bruen to receive the handout and place it on file, approved, 8-0. Director Bunker said Library Strategies was selected from 10 different consultants which submitted bids in March and gave the library the best proposal. The community retreat was held in May and input was gleaned from community members. Data from the retreat was incorporated into the strategic plan which was approved in August and sent to the State Board of Library Commissioners in October. The strategic plan represents the library's mission from 2017-20, according to Director Bunker. Director Bunker said the library is doing well at its temporary headquarters, and distributed a package of handouts that included a snapshot photo of a full house at the library on November 10, 2017. Motion made by Alderman Tedesco and seconded by Alderman Mercer-Bruen to accept and place on file the handout from Director Bunker with two photos and two letters of correspondence from patrons, approved, 8-0. Director Bunker said the library's first goal is to occupy the renovated library as soon as possible. She said the Children's Room at the renovated library will be three times the size of the previous version, and there will be more programs for patrons. Director Bunker said patrons are not often aware of the entirety of services offered at the library, including a Notary Public. Director Bunker said the Woburn Public Library Foundation is looking for ways to fund the acquisition of furniture, fixtures and other equipment to mitigate costs of the project to the city. Director Bunker said the municipal appropriation is \$49,097.82 below the threshold for what is required for certification that will allow the library to remain part of the Minuteman network of regional libraries, and that the Woburn Public Library received a 5-year waiver to be under the threshold, but if the city does not meet the threshold, Woburn will no longer be part of the Minuteman network. President Haggerty asked if there is any data on the number of Woburn residents who use the Minuteman network. Director Bunker said the Minuteman network maintains borrowing figures for each library, but they are not broken down by residents from the various communities. President Haggerty said it is helpful to have occasional meetings with different municipal departments are

a way to build strong relationships. Alderman Concannon referenced the library's funding issues and noted the Council has the ability to reduce line items in the Mayor's budget, but, barring unusual circumstances, cannot add to line items, which he said is one of the frustrating parts of the budget process. Alderman Concannon asked if one of the library's goals was phasing out lifetime appointments on the board of trustees, as a couple of people have mentioned that to him. In response to a question from President Haggerty, Director Bunker said steel beams are going up in the back part of the building, and there have been additional efforts in securing the foundation after the fatal construction accident that occurred earlier in the project. Director Bunker said some of the original woodwork was uncovered and it is beautiful, and there has been some re-pointing done to the brick on the exterior of the building. Director Bunker invited the Council to a tour of the renovated building on November 21 at noon. President Haggerty said he thinks the new building will be terrific, and that his is glad library officials reached out to the community for input into the strategic plan.

Motion made to adjourn by Alderman Tedesco and seconded by Alderman Mercer-Bruen. President Haggerty adjourned the meeting at 7:29 p.m.

Attest: _____
Gordon Vincent
Clerk of Committees