

Kent County Library Board of Trustees

Minutes of the August 2, 2019 Meeting

Present: Charles Lerner, President; Elisabeth Tully, Vice President; Earl Runde, Treasurer; Sabina Minney, Trustee; Valerie Overton, Trustee; Jackie Adams, Director; Ashley Fedele, Staff Member; Natalie Lane, Staff Member; Samantha Simmonds, Staff Member; Chris Walmsley, Staff Member; Ann Woodall, Staff Member; Joe Harding

The meeting was called to order at 12:00 pm.

Mr. Lerner introduced Suzan Globus to the trustees and staff present.

Ms. Globus reviewed the previous designs and concepts for the adult collections area of the library.

Ms. Globus presented her first design, reviewing changes and how feedback had influenced the layout. Ms. Globus noted sight lines, space layout, and how patrons and staff would be accommodated within this design.

Ms. Globus reviewed ADA compliance requirements at Ms. Tully's request.

Ms. Globus presented an alternative design for the adult collections area, noting that the enclosure had been moved to an alternative location. Ms. Globus noted that this layout preserved some additional shelving.

The trustees discussed technology and media usage and how these needs were addressed within both proposed designs.

Mr. Lerner asked about the timeline for the project and how long the library could expect to wait for furniture and project completion. Ms. Globus reviewed various timing considerations, noting that there was an industry standard of 12 weeks for furniture manufacturing.

Ms. Adams noted that she and the senior staff had begun making plans and assessing needs for logistical considerations.

Ms. Globus informed the trustees that she would email the two proposed plans, and additional information as requested, and as soon as a determination was made by the library as to which plan to pursue, Ms. Globus could move forward with ordering.

Ms. Globus left the meeting.

Ms. Adams informed the trustees that due to the grant funding for the strategic long range planning process, she had been able to purchase handouts and giveaways to promote the library and the plan itself.

Mr. Runde thanked the staff present for being helpful and knowledgeable and making good contributions to the process.

The meeting was adjourned at 1:22 pm.

The next meeting of the Board of Trustees will be on August 12, 2019 at 3:30 pm in the Chestertown Library Inc., building.