

The Brookfield Library
Library Board of Trustees
New Library Committee
December 5, 2016

The meeting was called to order at 9:05 a.m. by Chairman Christina Cumberton. In attendance were Betsy McIlvaine, Cathy Lasser, Christine Lennon, Anna Chan, and Library Director Anita Barney.

Approval of Meeting Minutes: The minutes were discussed but not approved.

New Business:

Art Contest for Facebook page: The contest is open to students at Whisconier and Brookfield High School. The high school sent out information on the contest on December 2. Cathy Lasser noted that the Brookfield Craft Center will be hanging a juried student art show, and students may be able to submit their designs to the show as well as for our contest. Jurors for the show or New Library Committee members will judge the contest. Anita Barney said the library could fund a gift card or two for the winners.

Rebranding: Christine Hand and Anna Chan contacted two firms about providing rebranding services. The Committee agreed to defer this item until January, after consulting the architects to see if their firm or consultant can do this project.

Old Business:

Facebook page: The New Library Facebook page is up and available for posting and comments. There was discussion about using the page to encourage the public to attend Board of Selectmen and Board of Finance meetings to speak about the need for a new library under Public Comment.

Community Outreach: Christina Cumberton will ask to have the New Library Committee on the Board of Finance meeting agendas. Feedback from the November 21 Information Session was positive. Michael Lennon offered to help improve the presentation the Committee developed. The Committee will host another session in the spring, possibly on a Sunday afternoon so families can attend. Anita Barney suggested a storytime or informal children's program (lead by the Teen group?) at the same time so parents can attend the meeting.

RFP: A group comprised of Betsy McIlvaine, Christina Cumberton, and Anita Barney from the library, Paul Checco and Josh Flowers from the Municipal Building Committee, and Purchasing Agent Jerry Gay interviewed five architect firms; 22 firms submitted proposals. The group re-interviewed two firms on November 28. The Library Board accepted the recommendation of the group, and the Municipal Building Committee will bring the recommendation to the Board of Selectmen for approval. The MBC will handle contract negotiations.

Presence on website: The Committee discussed the need for information on the new library to be included on the library website.

Next Steps:

- Recruit members of the public to speak at Board of Selectmen and Board of Finance meetings.
- Christina Cumberton will talk to Michael Lennon about improving the presentation
- Offer gift cards to encourage students to submit designs for the Facebook page
- Consider arranging a bus trip to new libraries – Monroe, Ridgefield, Southbury – for BoS and BoF members and interested town residents

Future meetings: The next scheduled meeting is December 19, 9:00 a.m. in the library.

Gmail Account Activity: We received a proposal from Library Strategies for rebranding and a financial feasibility study.

The meeting was adjourned at 9:50 a.m.

Meeting notes submitted by
Anita Barney