

Cambridge Public Library
Board of Library Trustees
February 4, 2020
Minutes

The Board of Library Trustees met on February 4th at 5:00pm in the Lewis Room, Central Square Branch, 45 Pearl St. The following members of the Board of Library Trustees were present:

- Janet Axelrod, Karen Kosko, Omowale Moses, Nancy Woods
- *Also present:* Maria McCauley, Director of Libraries; Joy Kim, Deputy Director; Jason Yee, Manager of Branch Services; Bill Hammer, HKT Architects; Kamran Nafissi, Integrating Office Solutions.
- *Absent:* James Roosevelt

Minutes from the January 7th meeting were approved.

New Business

- **CSQ Improvements:** Bill Hammer of HKT Architects and Kamran Nafissi of Integrating Office Solutions gave a presentation about the improvements planned for the CSQ Branch. The funding for this project will cover a furniture upgrade, repairs and a lighting study. (Implementation of the lighting recommendations is a separate project.)

The goal is to provide a fresher, cleaner, more contemporary look, while maintaining or increasing seating. We want to create more of a community space for conversations and groupwork- not just desks and stacks. We will be adding some soft seating to make more comfortable spaces, bring Open Holds into the library, which are currently behind the service desk, and possibly add a self-checkout. In the Children's Room, we will also be adding new tables and soft, colorful & configurable furniture and a new rug.

In the Lewis Room, we will add new tables & chairs, storage, new kitchen cabinets and remove kitchen doors. We will also look for a new rug and make repairs to curtains. The basement classroom will be furnished with new tables and chairs that are easy to configure for different set-ups and we will add storage. Once the furniture layout is completed and the furniture selected, we will commence with the lighting study. We hope make furniture changes in late spring/early summer. Trustees suggested a celebration be hosted at the branch when the improvements are completed.

Ms. McCauley notified Trustees that the Library is scheduled to meet with Traffic & Parking about adding additional Library signs near the CSQ Branch. Ms. Kosko & Ms. Woods notified the Library of some recent graffiti on the new CSQ mural.

Action Item: Jason Yee to notify DPW about the mural defacement immediately.

Action Item: Jason Yee to reach out to the artist (via the Arts Council) to obtain the color palette for the mural, in case future touch-ups are needed.

- **STEAM Update:** We are hoping to increase the open hours of The Hive space in the new fiscal year, dependent on budget approval. This increase would require more STEAM staff. Construction of The Hive is completed, permits obtained, and we are waiting for furniture

to be delivered & installed this month. Initial programming will include tours of the space, safety instruction, and introductions to the equipment. We are promoting the opening with Press Releases, social media and by inviting elected officials, city staff, and partners to the Opening Celebration on March 19. The event will include speakers, tours, possibly demos.

- **Space Sponsorship Benefit Ideas:** The Foundation is planning a fundraising event in October with a special guest speaker (still TBD). They want to promote the event and its sponsors for the 2 weeks before and the 2 weeks after on the Library's digital screens, website, bookends, e-newsletters, flyers and desk promo materials. The Trustees were comfortable with this, as long as the Library and the Foundation are clearly separate.
- **Other News:**
 - Ms. McCauley notified Trustees about a recent vandalism issue at the Main Library causing safety concerns. The Fire Department is currently investigating and the Library may need to make an exception to our Privacy Policy to facilitate them. The Trustees stated they were comfortable with this. **Action Item:** Ms. McCauley to inquire if the outlet issue is occurring elsewhere in Cambridge and, if so, where.
 - Ms. McCauley announced she will be in Washington DC next Monday & Tuesday as part of ALA's Fly-In, an opportunity for strategic training and meetings with members of Congress. She has scheduled 5 meetings with representatives.

Library Update & Upcoming Events

- Ms. McCauley notified Trustees about the success of the recent MLK Day celebration at Central Square and the workshop with Dr. Robin DiAngelo.
- Ms. McCauley informed Trustees about philosopher Bernard-Henri Levy on February 20 and Suraj Yengde in conversation with Cornel West on February 26.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Nancy Woods, Secretary