

Cambridge Public Library
Board of Library Trustees
October 2, 2018
Minutes

A meeting of the Board of Library Trustees was held on October 2nd at 5:00pm in the Trustees' Room, 449 Broadway. The following members of the Board of Library Trustees were present:

- Janet Axelrod
- Karen Kosko
- Omowale Moses
- Patricia Payne
- James Roosevelt
- Nancy Woods
- *Also present:* Maria McCauley, Director of Libraries; Reinhard Engels, Manager of Innovation & Technology; Bill Courier, Manager of Finance & Operations; Emily St. Germain, Manager of Library STEAM Programs

New Business

- **STEAM Update:** Reinhard Engels presented the plans resulting from the Design & Development phase, highlighting the bathroom, window overlooking L2, etched glass wall, sliding door entrance, sink, equipment, tables, ceilings, display and storage in the Garage. He also reviewed plans for the Tech Bar and Learning Lab and shared that we are progressing on schedule. Proposed opening of the Learning Lab and Staff Spaces will be in March 2019 and the Garage & Tech Bar are proposed to open in Fall 2019.
- Mr. Engels introduced the new STEAM Manager Emily St. Germain and shared that she hopes to establish the CPL as a member of the Fab Foundation, a world-wide network for digital fabrication. This would connect us to the makerspace community and expertise and we would become the first free, public makerspace in Cambridge.
Action Item: Ms. McCauley to see if Shira can present staffing of the new spaces to the Trustees at a future meeting.
- Mr. Engels also introduced how STEAM programming is defined in the city and that there is a spectrum of possible offerings, from introductory to immersive. He noted that the *Robots that Make a Difference* workshop being offered at the CPL by innovatorsForpurpose is an immersive offering. We are looking at offering Science/Technology talks and pairing them with programs in themes. E.g. Laughing Room & panel discussion about AI in society.
- Trustees expressed interest in outreach and policies being developed for these spaces. Suggestions included offering orientations to teachers as part of their staff development and connecting to organizations that operate in schools such as the Possible Project, Science Club for Girls, etc.
- **Rich Rossi Event:** Bill Courier presented designs of the proposed decal & language for the Beech Room dedication to Rich Rossi. The ceremony is scheduled for November 13 at 6:00pm, during a scheduled Trustees meeting.
Action Item: Ms. McCauley to see if the meeting date can be shifted to December 4, to allow more of the Trustees to attend.

- **Julie Roach, Chair of the Caldecott Medal:** Ms. McCauley shared that the honor of being named chair of the Caldecott Medal was bestowed on our Manager of Youth Services. As a preeminent award for children's literature in America and a national position, this is a distinguished honor for Julie.
- **MBLC Grants:** Ms. McCauley informed Trustees that the CPL was awarded two grants of federal funds. One will be used for the Learning Lab & initial programming, the other to conduct a Preservation Assessment and plan future work in the Cambridge Room.
- **Collection Shifts:** Ms. McCauley notified Trustees that collection shifts are proceeding as scheduled, providing a status report.
- **Strategic Planning:** Ms. McCauley conferred with the City Manager about conducting strategic planning and has been approved. Ms. Axelrod and Ms. Woods participated in a call with the consultant in September to review the process, in which the Trustees will help to set the vision. Sessions each month from November to June are being scheduled.
- **Patron Issues:** For the Trustees' awareness, Ms. McCauley shared recent examples of heightened patron situations, causing significant staff time and stress to resolve.
- **Trustee Reappointment:** Ms. McCauley shared that City Council approved reappointment of Trustees whose terms had expired. Once terms end, all Trustees' positions will be advertised and interested Board Members will have to re-apply.
Action Item: All Trustees must be sworn-in at City Hall. If members have not already done so, call the City Clerk's Office to request an appointment.
- **For Approval: Behavior Policy Changes:** The Trustees reviewed the Behavior Policy.
MOTION: The Trustees unanimously approved the policy as presented.
- **For Approval: Meeting Room Policy Changes:** The Trustees reviewed the Meeting Room Policy and suggested some changes.
Action Item: Ms. McCauley to update the document and the Trustees will revisit at a future meeting.
- **Stakeholder Orientation:** Due to heavy staff workload, Trustees felt a Stakeholder Orientation could be scheduled in Fall 2019, rather than this fall.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Nancy Woods, Secretary