



TOWN OF KITTERY

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Nancy Colbert Puff
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Library Committee Minutes 10-22-15

Present: George Dow, Steve Workman, Tom Newbold, Kristina DeMarco
Debra Kam, and members of the public - Doug Greene and RPL Board Member Bill Treadwell

Staff: Nancy Colbert Puff, Lee Perkins

Absent: Tom Emerson

The meeting convened at 9:05 am.

Nancy opened the meeting by reviewing the meeting schedule and noting that she had heard from Tom Emerson that he could not make meetings on Thursday mornings. The Committee expressed flexibility in moving its regular time to enable Tom to attend. After consulting calendars, the Committee decided to keep its next meeting as scheduled (Nov. 5), and to determine future dates upon learning what might be a better time for all.

She also reviewed correspondence received from Doug Greene, who had attended the last session. He questioned whether he could join the Committee, and Nancy noted that the Committee has already been established. He also conveyed his thoughts regarding the historic Rice building, and how its future is critical to how people will view the proposed move. Nancy pointed out that disposition of the buildings is on the list of questions the Committee is charged to address.

Nancy raised the issue of the public's participation in the Committee's deliberation, suggesting that in the future, the Committee set aside a specific place on the agenda to receive input, as it is already challenged to hear comments from all of its own members. All agreed.

1. Approval of the Minutes of 10/8/15.

George moved to approve the draft and Tom Newbold seconded the motion. All voted in favor to approve. Debra expressed an appreciation for the accuracy of the minutes, and pointed out that as the Committee learned about the planning effort to date that we are also creating an important public record that is full of information that can be used in the future. Tom supported that idea, stating that the need for a reference document was foundational in nature.

2. Review of Aaron Cohen Report.

The Committee reviewed the Cohen report page-by-page, making note of particular details:

- Page i reviews the three options studied, concluding that only two are feasible: 1) building a new, 20,000 g.s.f. building on the former Frisbee School site for ~ \$6 million; and 2)

- Building a 15,000 g.s.f. addition to the Rice building for \$4.5 million. Option 1 at that time included removal of the existing Frisbee Annex.
- Projected demographics in the report estimate the population at 10,075 by 2011, and that the summertime population increases to 11,280. Nancy noted that Kittery’s population has, in fact, been decreasing according to the 2010 Census. Tom questioned what the 50-year trend was on local demography – he observed that Kittery has an aging population, and questioned how this might impact investment in the Library, and whether usage/square footage might be affected.
 - Page 4 of the report stated an expectation that non-print, “ebook” collections would increase exponentially – Lee noted that while ebooks were tremendously popular when they came out that the Library has seen a slowing in the demand for them.
 - According to the report, the Library is currently open 34 hours/week. George asked how does that compare with other area libraries? Would there be a demand to stay open more with a new building? Lee offered to bring this information to the Committee.
 - The Library is not fully ADA accessible, there is not separate young adults’ area, and deficient in other ways noted in the report.
 - Kristina raised a question with regard to #10 on page 7 which references a need for special event space in the new Library – does this remain a need if the Library relocated to the KCC campus? Lee answered “yes and no,” depending upon the type of event. For example, a larger event might be held at the KCC (if the space is available), but the Library would still want its own space for other types of meetings, events, etc. George commented the need for the KCC and the Library to be a cohesive unit, and the community should feel that. Tom agreed, cautioning against any perception of wasteful duplication of services/space. Steve admitted that the Star Theatre was quite busy, but that the KCC had regular availability in other spaces. Referencing the design criteria, Tom underlined the need to explain the why we are doing this, and the reasoning behind the two spaces. George continued that the community needs to see the Town is not operating as silos; but rather it taking advantage of the synergy that exists in a collaborative effort.
 - In looking at the collection data, Lee noted the figures are out of date, but that they have added about 5,000 books since 2011, and that audio is up to approx. 2,700 (from 733) and videos/dvds are near 2,500 (up from 967). She pointed to staffs efforts to add shelving and make more efficient use of the space to enable the collection to grow. Tom complimented the Library’s due diligence on its collections, and that items are also decommissioned as they make additions. He (jokingly) noted he still cannot reconcile the idea that print publishing is on the rise while e-production is declining. Nancy wondered if the library field saw a trend in people simply stopping in to pick up books that they have ordered on-line (like Amazon)? Steve mentioned the example of the video store that has long gone away since Netflix. Lee said that libraries continue to serve the walk in public by directing them to resources, making book recommendations, answering questions, etc., and that the Minerva requests are only a fraction of the business their business. In addition, the Minerva participatory agreement is only available to libraries offering full services – you must contribute to the system in order to be able to participate. Lee added that circulation for 2014 was 79,000, and in the month of August the Library saw 473 unique visitors. She also noted that the flexibility of the interior floorplan allowed for bookcases/storage space to define spaces in the same way walls do, but in a more efficient manner.
 - Page 14 of the report compared staffing levels between existing (5.8) and projected (11). Lee stated new staff would depend upon future demands.

George motioned to adjourn, and Tom N. seconded. All voted in favor. The next meeting is scheduled for November 5th. The next meeting will compare the Library's plan with what other libraries have done. Nancy distributed some information from New Hampshire, which included Portsmouth and Exeter. It was noted, however, that the year established did not reflect the year built/constructed, which would be more helpful. Nancy will look to see if that information is readily available.

**NH Libraries - 2014 Data
(Population: 8,000-21,000+)**

Library	Town/City	Population	Year Established	Square Footage
HALL MEMORIAL LIBRARY	Northfield	8,025	1885	7,200
AARON CUTLER MEMORIAL LIBRARY	Litchfield	8,330	1821	2,545
FRANKLIN PUBLIC LIBRARY	Franklin	8,469	1907	8,750
HAMPSTEAD PUBLIC LIBRARY	Hampstead	8,547	1888	15,000
BARRINGTON PUBLIC LIBRARY	Barrington	8,733	1795	3,740
SEABROOK LIBRARY	Seabrook	8,768	1892	19,000
WEARE PUBLIC LIBRARY	Weare	8,836	1892	5,536
NEWMARKET PUBLIC LIBRARY	Newmarket	9,173	1884	7,450
BERLIN PUBLIC LIBRARY	Berlin	9,639	1903	2,976
CONWAY PUBLIC LIBRARY	Conway	10,099	1900	15,192
NORTH CONWAY PUBLIC LIBRARY	Conway	10,099	1887	3,710
DUDLEY-TUCKER LIBRARY	Raymond	10,210	1892	4,400
HANOVER TOWN LIBRARY	Hanover	11,302	1903	1,063
HOWE LIBRARY	Hanover	11,302	1899	30,000
AMHERST TOWN LIBRARY	Amherst	11,308	1892	10,755
SOMERSWORTH PUBLIC LIBRARY	Somersworth	11,754	1899	9,000
PELHAM PUBLIC LIBRARY	Pelham	12,970	1892	10,000
FISKE FREE LIBRARY	Claremont	13,321	1873	7,800
LEBANON PUBLIC LIBRARY	Lebanon	13,559	1889	8,000
NESMITH LIBRARY	Windham	13,960	1871	12,000
HOOKSETT PUBLIC LIBRARY	Hooksett	14,176	1893	25,000
EXETER PUBLIC LIBRARY	Exeter	14,454	1853	18,000
LANE MEMORIAL LIBRARY	Hampton	14,979	1881	16,500
WADLEIGH MEMORIAL LIBRARY	Milford	15,099	1868	13,500
DURHAM PUBLIC LIBRARY	Durham	15,182	1997	10,500
LACONIA PUBLIC LIBRARY	Laconia	16,063	1879	18,000
GOFFSTOWN PUBLIC LIBRARY	Goffstown	17,694	1888	5,106
PORTSMOUTH PUBLIC LIBRARY	Portsmouth	21,280	1881	39,500
BEDFORD PUBLIC LIBRARY	Bedford	21,687	1789	19,980