

LANGDON LIBRARY, NEWINGTON, NH

NOTES – Public Focus Group Meeting

Date: 4/17/12 **Time:** 5:30 PM – 8:00 PM @ the Town Hall (deRochmont Room)

Attendees: Tom Ladd (consultant), Steve Bush (trustee), Melissa Prefontaine (trustee), Scott Campbell (Librarian), Grace Simms (alternate trustee), Theresa Tomlinson, Patty Borkland (left at 6:20 PM), Brandon Cornwell, Sara Zoe Patterson, Gail Pare, Justin Richardson (arrived at 7:30 PM)

Notes taken by: Melissa Prefontaine

Item	Details/Discussion
Introduction	Scott provided informational background related to Library and events that have occurred in the last year. Displayed building plan from 1969 developed by Marjorie Pickering. Reviewed survey results from the fall that indicated nearly 80% of respondents noted they would like to see some type of addition added to the Library.
Presentation	Tom reviewed slides that demonstrate a list of activities/services currently available at library, continuous improvements and building maintenance, pictures demonstrating building issues/findings that need to be addressed, library usage statistics, the Library mission statement, and space shortage/needs. Discussed Dahlgren space standards for the library and how the library is at least 1000 square feet too small for current usage. Projected space needs for 20 years would yield approx. 6500 square feet.
Desired Additional Services	Tom discussed what types of services and space needs could be met with additional space, including: more work stations, quiet study space, meeting space for up to 25 people, increase in the number of collection items, flexible space, children's space, proper restrooms, mechanical space (for HVAC, etc.).
Variables	Tom discussed variables that would affect the projected total square footage: strong community desire to retain historical building (as that may affect what type of additional space can be added), demand for increase in programming/series offered, question of using the basement for mechanical space, application of flexible use space, inefficiencies from previous addition versus new construction, is there a desire to preserve archival/museum artifacts, and amount of storage space.
Trust Fund	A question came up concerning the potential use of the trust fund. Melissa answered questions and provided an explanation regarding the laws surrounding the use of the trust fund (from information obtained from the Charitable Trusts Office with the NH Attorney General Office). Essentially, typically for a trust fund such as this, only the interest can be accessed/used. In the past, the Library received up to \$12,000 a year from this, which was primarily used as an "emergency fund" - paying for things outside the budget, such as: repair of roof, replacement of computers, tree removal, etc. However, the only way to know exactly what can be used to is

	locate original trust instruments. Searches for such documentation (over the past few months) have not been successful. Trustees plan on going to the Rockingham County Probate Court to see if such documents can be located there and will continue to seek information regarding the proper set up, maintenance, and use of the Trust Fund(s) associated with the Library.
Group Discussion of "What's Right With the Library"	<ul style="list-style-type: none"> • Staff- friendly, helpful, welcoming • Full time Director • Good movie selection • Ability to shift/refocus to keep things current • Technology solutions (i.e., patrons able to check on own accounts) • Good variety of materials that are both current but also retain historical artifacts • Activities • No costs
Group Discussion of "What's Wrong With the Library" and Things That Could be Improved	<ul style="list-style-type: none"> • Lacking space where multiple things can happen at the same time • Not ADA compliant • Need for more staff and hours • Better layout • Food/café • Need better layout • Need better parking • Larger/dedicated area for community announcements • Display space for historical artifacts and art • Green construction • Accessibility to other buildings in town to be designated as "library annexes" • Can other building such as the Old Stone School be renovated for use for programming? • Need to look into grants to pay for improvements • Need to look into trust fund to either guarantee a loan or to use some of principal • Research Department of Cultural Resources and LCHID • Offer classes- training for electronic research, computer classes, genealogy • Do we need more meeting space?
Other Points of Interest	<ul style="list-style-type: none"> • Gail noted that the Historical District Committee would like whatever potential addition to the Library to be historically relevant, but it doesn't necessarily need to "match" the existing building. • A question came up regarding the land surrounding the Library and if any addition with impact/encroach on the Town Forrest
Future Meetings	Another public hearing is scheduled for April 21, 2012 from 12:00 PM – 2:00 PM @ the Town Hall A Long Range Planning Advisory Board meeting is scheduled in May @ the Library. Date/time to be posted at the Library.

Public Focus Group Notes