

Orwell Free Library, Special Meeting  
Tuesday, January 7, 2025

Trustees present: Amy Torrey, Karen DeMoy, Becky Maden, Emily Casey, Cindy Werner, Kathy Buxton, Ginny Wilson; present by Zoom link: Sarah Harris, Rae Anne Barry.

Trustees absent: none

Also present: Kate Hunter, Librarian.

The meeting was called to order by Cindy at 7:10 pm.

There was discussion regarding the two proposed architectural plans from SHKS, as well as an alternative proposed by Peter Root of the WMB. Each design was studied carefully, and specific issues of each were taken into consideration for the needs of the OFL. We discussed the reactions of the WMB to each of these plans, Kate's reactions to each, and the OFL Board's reactions, as well. In addition, we compared the proposed plans/solutions to the needs of the OFL with the OFL Project list.

The conclusion of this discussion determined : "The purpose of this project is to help meet the needs of the library today and into the future. As the comments by the OFL and WMB Trustees reflect, both proposed PD.1 and PD.2 have shortcomings that force tradeoffs that marginally meet the needs of the library at this time and would not meet its needs into the future. While the addition is more ambitious than the other plans, it futureproofs the library, preventing the need for additional expansion work in the medium term."

We discussed our priorities and decided upon the following needs:

**ACCESSIBILITY**

Entrances – both front and back doors need to be ADA compliant

Bathroom – ADA compliant, as well as having storage capacity, and usable baby changing station

**SUPPORTING EXISTING PROGRAMMING**

Children's room – not losing space

Storage

Kitchenette

(having ADA compliant, and usable bathroom)

**COMMUNITY NEEDS**

Meeting room

(Office space/quiet room)

Kate and Cindy will take our list of priorities and reactions to the proposed plans to the Capital Grant Committee meeting on Thursday, January 9, 2025. They will compare with WMB notes, and then Jim Dougherty will liaise with SHKS to see if they will be able to either draw up new plans, or amend existing plans, and what costs these new plans will incur.

Amy moved to enter executive session, Kathy seconded, passed. Executive session began at 8:19 pm. Karen moved to exit executive session, Amy seconded, passed. Executive session ended at 9:15 pm. No actions were taken during executive session.

Amy moved to reduce our 2025 appropriation request from the Town of Orwell from the originally requested \$4,500.00 to \$1,500.00. Emily seconded, passed, motion carried.  
Kathy will submit this amendment to the Town Clerk.

Next regular OFL Board meeting is scheduled for Thursday, January 16, 2025, 7 pm at the OFL and by Zoom link.

Emily moved to adjourn, Karen seconded, passed. Meeting adjourned at 9:16 pm.

Respectfully submitted,  
Karen DeMoy, secretary