

PLANNING TIMELINE

The Concord Free Public Library Corporation is dedicated to collaborating with all stakeholders – the Town of Concord, patrons, Library staff, community organizations and Concord-based educational institutions. This timeline reflects our work to date.

September 2011

- Public visioning session held at CCHS to find out what patrons like about the Library now and what they want in the future

May 2013

- Opportunity to purchase the Heywood-Benjamin House (directly next door to the Library)
- Library Corporation made an offer with the support of Library Director and after meeting with and receiving encouragement from Town Manager as well as consulting on building codes and zoning with Building Commissioner and Director of Planning and Land Management

June 2013

- Purchased Heywood-Benjamin House (no Town funds required)
- Presentation at Library Committee meeting (6/12/13)

September 2013-May 2014

- 9-month Task Force with representatives from Library Corporation, Friends of the Library, Library Committee, staff, patrons, and a wide variety of town groups to consider potential of expanded and enhanced services with additional space
- Met with Town Manager and Town Treasurer to discuss financial assumptions, responsibilities, and potential timeline for additional space (2/12/14)

May-September 2014

- Rented Heywood-Benjamin house (covers all Corporation costs; no Town costs)

October 2014-January 2015

- Focus groups conducted by Library Director to gather input for long-range plan (see list)
- Town Manager invited to Library Corporation meeting for an update (12/10/14)

February-December 2015

- League of Women Voters presentation with Friends of the Library and Library Committee chairs (2/6/15)

January 2016-April 2016

- John Palfrey (author of *Bibliotech: Why Libraries Matter More Than Ever in the Age of Google*) presentation; includes a review of our preliminary plans (1/22/16)
- Update at Library Committee meeting (2/23/16)



July-August 2016

- Met with Select Board Chair to give an update (7/7/16)
- Met with Town Manager and Town Treasurer to give an update; discussed timing for requesting Town funds for operational expenses (staff and utilities) (8/4/16)

September-December 2016

- Attended Select Board meeting to provide update and share preliminary architectural concepts. Meeting open to the public. (9/26/16)
- Joint meeting with Library Corporation, Friends Board, and Library Committee to engage all Library groups. Meeting open to the public (10/20/16)

February 2017

- Met with Town Manager to give an update; reviewed timing for requesting Town funds for operational expenses (staff and utilities) (2/22/17)

April 2017

- Next Chapter event to engage younger patrons (4/1/17)

May 2017

- Monument Street neighbor event

November 2017

- Met with League of Women Voters to discuss the project plans (11/3/17)

June 2017

- Started paying real estate taxes during our fiscal year ending on 6/30/17

September 2017

- Solar feasibility assessment by Solar Design Associates (9/1/17)

January 2018

- Informal meeting with Historic Districts Commission to share preliminary plans; encouraged to proceed. (1/18/18)

February 2018

- Meeting with the neighbors to share plans and get input (2/20/19)

March 2018

- CFPL Staff Boot Camp #1: Brainstorming session (3/14/19)
- CFPL Staff Boot Camp #2: Brainstorming session (3/28/19)
- Invited neighbors to an event to learn more about the expansion project (03/28/18)
- Hosted a Community Engagement event on children's services (03/30/18)



April 2018

- Public Forum to learn about the project/updates (4/2/18)
- Requested \$150,000 for FY 2019 from Town as part of Capital Program's Debt Authorization Plan (and plan to request \$500,000 for FY 2020) to support energy efficient systems, furniture, fixtures, and equipment. (Town pays utilities but Corporation is committed to providing a sustainable energy system.)
- Next Chapter event to engage younger patrons (4/28/18)

May 2018

- Presentation at Newbury Court to share a project update with residents (5/2/18)

June 2018

- Hosted an event at Fowler to update public on the expansion plans (6/18/18)

September 2018

- Submitted CPA Application (9/21/18)
- Next Chapter event to engage younger patrons (9/29/18)

October 2018

- Brainstorming session to explore exciting ways to bring the project to life (10/2/18)
- Updated the Commission on Disabilities on project plans and get input (10/11/18)
- Second Public Forum to update the community on expansion plans (10/18/18)
- Community Preservation Committee Project Presentation (10/23/18)

November 2018

- Campaign information added to the Library website (www.ConcordLibrary.org)
- Project and Campaign Update at Friends of the Library Board meeting (11/6/18)
- CFPL Staff Boot Camp #3: Brainstorming session (11/26/18)
- Public Hearing for Community Preservation Act's funding applications (11/27/18)

January 2019

- Dedicated campaign website launched (www.CFPLCorp.org)
- Project Introduction to the Milldames (1/24/19)
- Meeting with contiguous neighbors with landscape architect (1/26/19)
- Next Chapter event to engage younger patrons (1/26/19)

February 2019

- Update on project and campaign at Library Committee meeting (2/19/19)



March 2019

- Third Public Forum to update community on expansion plans (3/6/19)
- Attended Select Board meeting to discuss Town funding requests for project (3/18/19)
- Fourth Public Forum to update community on expansion plans (3/20/19)
- LWV Project Update (3/20/19)
- First Public Hearing with the Historic Districts Commission (3/21/19)
- HDC Site Visit (3/28/19)

April 2019

- Town votes and approves CPA funding and Town capital funds at Town Meeting (4/8/19)
- Continued Public Hearing with Historic Districts Commission (4/18/19)
- Teen Focus Group held at Concord Academy (4/24/19)
- Presentation to the Rotary Club of Concord (4/25/19)
- Next Chapter event to engage younger patrons (4/27/19)
- Neighborhood presentation held at Concord Greene (4/28/19)

May 2019

- Project introduction to the Concord After 60 group (5/19/19)

June 2019

- Neighbor Meeting (6/13/19)
- Library Visioning Session (6/18/19)
- Continued Public Hearing with Historic Districts Commission (6/20/19)
- Neighbor Meeting (6/26/19)

July 2019

- Library Committee Project Update (7/16/19)
- Historical Commission Tour of Heywood-Benjamin house (7/18/19)

August 2019

- Continued Public Hearing with Historic Districts Commission (8/1/19)

September 2019

- HDC Site visit (9/5/19)
- Continued Public Hearing with Historic Districts Commission; HDC approves project design; need to review construction drawings when they are completed. (9/5/19)
- Planning Board approves project design. (9/10/19)
- ZBA approves project design. (9/12/19)
- Campaign/Project Public Information Table at Ag Day (9/14/19)



October 2019

- Community phase of campaign launched.
- All-Town Mailing on project and campaign (10/1/19)
- Table set-up at Library to provide information about the project to patrons
- Sustainability Meeting (10/1/19)
- Staff Project Update (10/11/19)
- Public Information Table at Library on project and campaign (10/12/19, 10/19/19/ 10/20/19)
- League of Women Voters Update (10/15/19)
- Energy audit conducted by New Ecology (10/23/19)
- Attended Commission on Disabilities meeting (10/24/19)

November 2019

- Appeals of HDC and ZBA decisions filed by two citizens (11/7/19)
- Meeting with Assistant Town Manager, Town Sustainability Director, and architect on project sustainability (11/19/19)
- Attended Library Committee Meeting to provide and campaign project update 11/19/19
- Meeting with the “Green Team” to discuss project sustainability (11/20/19)
- Attended HDC meeting for construction drawings review as requested on 9/5/19 (11/21/19)
- Attended Commission on Disabilities meeting (11/21/19)

December 2019

- Attended HDC meeting to confirm that construction drawings reflect approved renderings (12/5/19)
- Reached goal for community phase of campaign: \$1,000,000 and 1000 donors

January 2020

- Attended Commission on Disability meeting (1/7/20).
- Attended Library Committee meeting to give project update (1/21/20)

February 2020

- Attended Library Committee meeting to give project update (2/18/20).

May 2020

- Settlement Agreement for Appeals to HDC and ZBA decisions finalized (5/7/20)
- Attended Library Committee meeting to give project update (5/27/20).



June 2020

- Attended Commission on Disability meeting (6/18/20).
- Attended Library Committee meeting to give project update (6/23/20).

July 2020

- Hired GreenerU to help us develop a Sustainability Plan for the Library (including the Main Library, Main Library expansion, and Fowler branch library) (7/2/20)
- First Public Hearing with Historic Districts Commission on project modifications (7/2/20).
- Attended Commission on Disability meeting (7/14/20).
- Attended continued HDC hearing for project modifications (7/16/20).
- Attended League of Women Voters Town Government Meeting to give project update (7/21/20)
- Attended League of Women Voters Town Government Meeting to give project update (7/28/20)
- Attended Library Committee Meeting to give project update (7/28/20)

August 2020

- Continued Public Hearing with Historic Districts Commission on project modifications; requested that accessible parking modification be separated from other minor modifications so that we could apply for building permit and give more thought to accessible parking options; approved by HDC (8/6/20).
- Attended Commission on Disability meeting (8/13/20).
- Attended Library Committee meeting to give project update (8/18/20).
- Public Meeting on Accessible Parking (8/28/20)

September 2020

- Public Meeting on Accessible Parking (9/14/20)
- Attended Library Committee meeting to give project update (9/15/20).

October 2020

- Project Groundbreaking Ceremony (10/14/20)
- Ad-hoc Building Committee formed, including Trustees, Library Director, Library Director of Development, citizens, Owner's Representative, architect (non-voting) and contractor (non-voting) (10/14/20)
- Public Hearing with Historic Districts Commission on project modification for accessible parking (10/15/20).
- Attended Library Committee meeting to give project update (10/20/20).
- Attended Commission on Disability meeting (10/29/20).

November 2020

- Continued Public Hearing with Historic Districts Commission on project modification for accessible parking; approved by HDC (11/5/20)



FOCUS GROUPS (October 29, 2014-January 7, 2015)

Representatives of the following groups and organizations participated in focus groups to discuss the future of the Library and help to inform the long-range plan:

<p><u>Cultural and Service Organizations</u> Concord Band The Umbrella Minuteman Arc Friends of the Performing Arts Rotary Club</p>	<p><u>Educators (4 sessions)</u> First Connections Fenn School Concord Recreation Department Concord Academy Concord Police Department (Safety Officer) Concord Adult Education Concord Middle School Willard School Thoreau School Alcott School CCHS Learning Commons Librarian Youth Coordinator Concord Carousel Preschool Concord Children's Center Play and Learn Together</p>	<p><u>Senior Management Team</u> Town Manager Fire Chief Director of Concord Municipal Light Plant Director of Planning and Land Management Director of Public Works Chief Information Officer</p>	<p><u>Community at Large (2 sessions)</u> League of Women Voters Library Committee Friends of Concord Free Public Library Library Corporation (Trustees) Patrons</p>
<p><u>Teens</u> High school students</p>	<p><u>Concord Free Public Library Staff</u></p>	<p><u>Seniors (2 sessions)</u> Council on Aging Newbury Court</p>	<p><u>Historical Collaborative</u> Orchard House Concord Art Association First Parish Church</p>

