MINUTES - Buildings and Grounds Committee, Brooks Memorial Library
Tuesday, February 5, 2019

Committee members in attendance: Starr Latonica, Lindsey Bellville, Christine deVallet, Pamela Becker, Jane Southworth  Absent: Jeanne Walsh, Elizabeth Tannenbaum
Also present: Connie Bresnahan

1. Call to order - 8:30 AM
2. Agenda - Changes and additions - none
3. Public Comment - none
4. Minutes of 1/22/19 were approved.
5. Furnishings:
   a. Information about last Tuesday’s meeting with Katrina and Dan Woodsworth, of “Office Environments/Design Resource Center” was shared; Starr, Lindsay, Jeanne and Pam were present at that meeting.
      We toured the Library and explained what the needs are and also our priorities and a prospective timeline. The consultants will share ideas, resources and prices with us at a future meeting. (Illness prevented them from joining us at today’s meeting.)
   b. Needs and Timeline:
      2019
      ● Teen Room - Computer table and seating. The Friends have $3000 in their budget to help fund needs of this space.
      ● Main Room- Comfortable chairs and new tables which can be reconfigured. Everything should be easy to move. Tech area counter. New display units.
      ● Mezzanine Carpet needs to be replaced for safety reasons.
      ● Stairwell Overdue for Re-Painting

      2020
      ● Upstairs Lobby - New carpet, new tiles and painting. (including stripping of the old surfaces.) Install a counter along one wall to be used for computer use and/or snacking. Install a new low snack area for children. Seating for entry area where people can make phone calls.
      ● Children’s Room - New furnishings. (including adjustable height tables)

Meeting adjourned at 9:40 AM

NEXT MEETING - Tuesday, March 12th, 8:30 AM