

Buildings and Grounds Committee Minutes, Brooks Memorial Library
Tuesday, July 19, 2018

Committee members in attendance: Starr Latronica, Jeanne Walsh, Jane Southworth, Lindsey Bellville, Pamela Becker **Absent:** Christine deVallet, Elizabeth Tannenbaum

Also present: Therese Marcy

1. Call to order - 8:30 AM
2. Agenda - Changes and additions - Discuss : Possible renovations for 2nd floor entrance and hallway areas.
3. Public Comment - none
4. Updates:
 - Drive-up Book Drop - There are underground wires at the designated site for the dropbox. Starr will be meeting with Steve Barrett later today to discuss a portable concrete stand.
 - Bathroom renovations and front window repair - The Selectboard has not yet discussed the timing of the town's capital fund project which includes repairing the front window and replacing the library's air handler. (We asked if we can see what is included in the plans as there are vents that also need replacing.) We hope to have the same contracting firm do the bathroom renovations once that project is approved.
5. Plans for outside:
 - Garden work - We reviewed the two submitted bids and then went outside to look at the garden in order to get an idea of the scope of the project. The garden seems to need more of an overhaul than just a cleaning up, so we decided to ask Edwin deBruijn of Holland Bloom to do the project.
6. Other: Discussion of refurbishing needs for the upstairs entryway and hall spaces. We went upstairs to look at those areas and make a list of what is needed.
 - New lighting for those spaces, like those installed in the children's room.
 - Carpeting for the narrow hall and perhaps tiles in the wide hall space. This allows for another snack area.
 - In that wide hall space, put a counter against the wall with a powerstrip above, so patrons can snack while using their own computers.
 - New wall treatments throughout the hall and entryway areas.
 - Replace the entryway display case with one of our unused larger display cases.
 - Install a community cork bulletin board on the unused doorface the entryway area.
 - Lower the children's book illustration cases in the long hallway.

Meeting adjourned at 9:40 AM

NEXT MEETING - to be scheduled