

**Brooks Memorial Library**  
**Building and Grounds Committee Minutes**  
**June 17, 2020 – 8:00am**

Present: Starr Latronica, Jane Southworth, Jennifer Rowe, Gabriel Sistare, Jeanne Walsh, Lindsey Bellville

1. Call to order 8:05
2. Agenda—no changes
3. Public Comment—None
4. Minutes of March 10, 2020—Approved
  
5. The snack area has been removed, suspending the discussion and process to purchase a booth for the area. The conversation will continue when the library is reopened, and the point will be added to a future agenda.
  
6. Budgeting and Purchases
  - Starr explained that the purchase of four chairs for the main area may proceed. There is \$2,413 in the Brooks Building Fund available for the purchase.
  - Jennifer Rowe will check on committee-specific funding that may be available
  - Starr will send a copy of the spreadsheet containing all furniture requests and preferences to committee members.
  - With the remaining town budget funding available, there was a discussion to purchase items that will help guide library patrons through the library to reinforce safety and distancing.
  
7. The sidewalk immediately in front of the library and extending beyond continues to be an issue. There was a discussion to figure out how to best communicate with the town to leverage need for repairs soon. The sidewalk issue will be added to the next meetings agenda.
  
8. Adjourned 9:12am