

Brooks Memorial Library

Buildings and Grounds Committee

Monday, May 24, 2021 8:30 AM - 9:30 AM (EST)

Attending: Jane Southworth, Jenny Rowe, Elizabeth Tannenbaum, Jeanne Walsh, Lindsay Bellville, Starr LaTronica

Minutes

- 1) Call to Order at 8:30.
- 2) Agenda/Changes or additions: see new business below.
- 3) Approval of Minutes of April 26, 2021 moved by Jane, seconded by Elizabeth. Approved.
- 4) Public Comment: none.
- 5) Old Business
 - Status of ongoing projects and proposed projects
 - Soffit repair, asbestos encapsulation: no news from town, no walk-throughs by bidders.
 - Engineer's assessment of building structure: Jane will contact Bob Stevens to ask if he would help the committee figure out what we need to know and how to learn it. (Note: Bob agreed, and will be at the June 28 meeting.)
 - Sign on building front: Jenny altered some library photos with mocked-up signs, and the committee agreed that the brick area to the right of the door is the best spot. (Note: Starr reported that the town's downtown planning group has some ideas for a library building sign as well. She is moving forward with the town.) Jeanne suggested perhaps the sign could say simply "Library," side and front. Maximum visibility. Lindsay suggested moving the old 1800's library sign inside the building, since it is not very legible and just confuses people.

Two signs hanging from posts in the back, one at the edge of the parking lot and one by the back door, will also be useful.
 - Status of Board funding pre-approved for committee use

Jenny reported that the committee was given a \$20,000 budget by the board, from the Board Projects account, in 2017. The committee spent the money on the upstairs bathrooms and the outside book drop.

Given the partially completed spreadsheet with needed furniture and prices that the staff is working on, the committee estimated that \$50,000 will be needed for new

furniture. It would be very much easier to have the new furniture to put in place when the library re-opens, rather than move the old furniture back in and then have to move it out.

The committee agreed to request \$40,000 from the board for spending without need for approval each time a piece of furniture is purchased.

The committee has access to approximately \$5,000 in the Brooks Building Fund, and decided to request that this fund purchase the five children's room chairs that are Lindsay's top priority, and that are order-ready since Lindsay already has a quote.

There is \$4,000 remaining in the Projects line now, thanks to an energy efficiency rebate from the last renovation.

6) New Business

Move dumpster: suggested by John LaTronica, to make the area behind the library more inviting and usable by patrons. (Note: Starr has since received approval for TTT to make the move.) Related suggestion by Lindsay: move the old iron gate currently blocking access to the front garden to the back area, to help define the space.

Furniture discussion: more outdoor seating in back would probably be well used. A whimsical bench or two, in the back and in the garden, would be inviting. The snack area is small and outdoors would hold more snackers. The indoor snack area needs new benches and a table. The YA rooms needs a few tables smaller than the ones there now. Children's room needs some smaller child chairs. Downstairs will need reading chairs and computer stations and more; Jeanne is working on the summary.

7) Next meeting: Mon June 28, 8:45 AM, at the library

8) Adjourned at 9:00 on motion from Elizabeth, seconded by Jane.