

**BROOKS MEMORIAL LIBRARY  
BUILDING AND GROUNDS COMMITTEE  
September 22, 2023**

**Present:** Lindsey Bellville, Matt Wojcik, Karen Tyler, Joyce Sullivan, Christine deVallet

Karen Tyler called the meeting to order at 9:10am

**Additions to the Agenda:**

“Big Surprise” item added to agenda by Starr.

Minutes from 08/25 correction made; Matt had concerns about a fence being at the end of the patio of the outdoor project.

No public present

**Old Business:**

- **Book Drop Shelter:** Alec will have it completed by the winter.
  
- **Outdoor seating project:** Decision made by the trustees of BML to work and complete the project in its entirety. Decision made to “reset” and reconsider the design and usability of the ramp. Seeking a “fresh perspective” on the overall design. A search for a project manager and clarification of BML’s priority list.
  
- **Next Steps:**
  - \*Create a priority list
  - \*Explore possible candidates for Project Manager.

**New Business:**

“Big Surprise”: A small space will be made for the Children’s Room office from the cataloging/”tech services” office. Oh so wonderful!!!

Respectfully Submitted,  
Joyce Sullivan