

## **Library Trustees Renovation Subcommittee Report**

**Date/Time:** Tuesday, August 6, 2019 / 7:00 -8:12 p.m.

**Attendance:** (Library Director) Pat Campbell, (Library Trustees): Marion Mahar, Mike Glavin, and Albert Carlin (recorder).

**No Public attendees.**

### **Review quotes for painting, carpets, and furnishing**

- Priorities driving renovation project stem from public input solicited in past “Five Year Plan Goals”.
- Campbell reiterated directive from “Five Year Plan Goals” to make library a “destination”...a place for the public to interact with other patrons; as well as, an attractive place to read and visit in comfort.
- The need for increasing a quiet study area has lessened and will not be addressed at this time.
- The need for creation of a program room has also lessened due to cooperative efforts with the “Senior Center” and will also not be addressed at this time.
- Emphasis now on updating and replacing furnishings, painting, and flooring
- “A Projected Budget (including Allen Funds Expended to Date)” handout presented and reviewed.
- “Interior Renovation Project” spreadsheet reviewed.
- “Paint” and “Carpet-Horrigan” handout reviewed, with expenditures to date, as well as, anticipated further costs discussed in detail.
- “Tucker Library Interiors Quotation” handout for furnishings of Tween, YA, Children’s, Baker Room, main floor and lower level reviewed and discussed. 8-10 week delivery time estimated.
- Miscellaneous carpentry costs e.g., sheetrock patching, bathroom soundproofing, doorway restructuring will pursue as part of operating budget.
- Possible use of video cameras to be explored.

### **Discuss phasing of remaining two floors**

- Renovations should begin with Teen, Tween, and finally Baker room on second floor.
- Lower level to follow, with striping floors -utilizing storage areas to accommodate books and materials.
- Main floor next, starting with back half in order to keep front desk open as long as possible.
- Discussion followed on how to complete renovation of main floor. Suggested patrons use of front stairs to visit Baker room for checking out books.

### **Follow-up:**

1. After discussion, a consensus reached on how to proceed with project.
2. Subcommittee all in agreement for approving scope and costs incurred during renovation.
3. Need to move on project to maintain cost quotes given.
4. Need for visuals of items requested for purchase.
5. Visuals and cost worksheets to be presented for discussion and final approval at the scheduled August 12<sup>th</sup> Library Trustees meeting.

**Next scheduled meeting:** To Be Determined

**Meeting adjournment:** 8:12 p.m.