

Thomas Memorial Library Building Committee

DRAFT Minutes February 11, 2014

In Attendance: Kate Williams-Hewitt, Jay Scherma, Molly MacAuslan, Martha Palmer, Frank Governali, Jim Walsh

AGENDA ITEMS:

- 1) Call to order 4:18PM
- 2) Meeting Minutes of February 6, 2014 Approved.
- 3) Comments/Questions/Concerns about Process and Schedule – *discussion on these items fell into categories below.*

4) Sub-Committee Reports:

- a) Outreach & Input – *Nothing to report*
- b) Transition Planning – the LBC will be receiving recommendations from Jay & Greg and will be making decisions on the various options. On Feb 11 Kate & Jim met with Greg, Jay to start the discussions and understand the parameters.
- c) Budget – Frank will discuss with Mike McGovern the reporting of expenditures on a weekly basis.
- d) Naming Opportunities – *Nothing to report*

5) Plans for Library Visits:

Gray/Auburn Library field trip - 10AM departure on April 4. (Gray at 10:45-Noon; Lunch in Van; Auburn 1:00-2:30PM) Home by 3:30PM. Jay will invite Dick & Cynthia if they can join us. Molly will contact Greg to confirm his attendance.

6) Schedule committee meeting dates—Frank

CM Process:

Sub Committee meets to select CMs to interview – Feb 27 8:30AM- noon, Feb 28 8:30-10:30AM.
Interviews to be conducted during these periods:

March 4 – 8:30 – 5PM

March 5 – 8:30 – Noon

Full Committee Meetings:

March 6, 4-6 PM

March 13, Full Committee with each subcommittee report – 5-7PM

Full Committee Meetings with Architects, Dick Reed & Cynthia Loebenstein (usually every two weeks from March 20 to July 24, except when there are conflicts, as detailed below):

March 6 (Thursday)– 4-6PM

March 20 (Thursday), 4-6PM
April 1 (Tuesday), 4-6PM
April 18 (Friday), 8:30-10:30AM
May 1 (Thursday), 4-6PM
May 16 (Friday), 8:30-10:30AM
May 29 (Thursday), 4-6PM
June 12 (Thursday), 4-6PM
June 26 (Thursday), 4-6 PM (may not include Architects)
July 10 (Thursday), 4-6PM
July 24 (Thursday), 4-6PM

7) Schedule Joint TML Trustee and Foundation meeting w/Reed and Associates – Proposing to the Trustees & Foundation a joint meeting: TML Community Room, March 20, 7PM. We need to determine the extent of the presentation that would be appropriate for the setting.

8) Other Business:

- a) Kate asked about LEED Certification. The committee discussed the fact that we would not necessarily pursue LEED Certification because this would add substantial costs to the project, but we would seek to build and design the project in a Green way. So, our communication needs to emphasize and make clear from the beginning that every economic step was taken to follow LEED standards. Molly to speak w/Reed about bringing this up at next committee meeting.
- b) Kate asked about the possibility of alternative entrance for deliveries. This was discussed with the architects by the TML planning committee, and can be brought up again.
- c) Martha indicated that the Foundation is meeting this week and George Morse will make the motion that the Foundation should take up the responsibility to do the fundraising.

9) Adjournment at 6:34PM